

How Does an Agency Become Registered for Purposes of Delivering Video Remote Interpreting (VRI) for Sign Languages?

Agencies that provide interpreting services for any form of sign language must meet the qualifications mandated by law (N.J.S.A. 34:1-69.8.d.) namely certification by the Registry of Interpreters for the Deaf (RID). Additionally, the agency must agree to provide RID certified interpreters with legal certification (SC:L) or a minimum of 60 hours of legal training.

The official representative of the agency must register as a business with the **Division of Revenue** and **NJSTART**, meet the requirements for agencies that deliver video remote interpreting services for sign languages as described in the **Professional Service Statement of Work (PSSW) for VRI Sign Language Agencies**, complete the **Agency registration form**, and respond to the questions below. A signed PSSW, agency registration form and responses to the questions must be mailed to: Language Services Section, Administrative Office of the Courts, P.O. Box 988, Trenton, NJ 08625-0988

Questions:

- 1. How can we contact the agency?**
Provide the agency's name, the name of the principal contact person, the mailing address, telephone number, e-mail address, and FAX number should we need to ask follow-up questions.
- 2. How long has your agency been providing VRI court interpreting services for sign languages?**
Give a brief overview of the history of your video court interpreting services for sign languages. Describe fully the extent to which your agency has delivered services to trial courts: for how long, what kinds of courts, some idea of how many cases have been served, etc.
- 3. What fees/rates do you charge for VRI court interpreting services for sign languages?**
- 4. What is the response time from the moment your agency receives a request for VRI court interpreting for sign language until a qualified interpreter, as described above, is on the line and ready to proceed?**
- 5. What equipment do your interpreters have to use when doing VRI court interpreting for sign languages?**
- 6. Where are your interpreters physically located when they are doing VRI court interpreting for sign languages?**

7. **To what degree can you guarantee that confidential matters interpreted by your interpreters will be kept confidential?**

8. **What have you done or would you do to ensure that all of your interpreters abide by the Code of Professional Conduct for Interpreters, Translators, and Translators approved by the New Jersey Supreme Court? ([Click here](#) to view the Code of Professional Conduct.)**

9. **What are your experiences providing both a qualified ASL interpreter as described above and a Certified Deaf Interpreter (CDI) when needed?**

10. **During what days, hours, EST, is VRI court interpreting for sign languages available from your agency?**

Mail your responses to:
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Administrative Office of the Courts,
P.O. Box 988,
Trenton, NJ 08625-0988