



***National Board of Certification
for Medical Interpreters***

***What every interpreter needs
to know to get certified***

Updated November, 2009

What does it mean to be certified?



Certification means you have gone through a process where a certifying body certifies that you meet a specified standard, based on a series of requirements, including passing certification exams.

Some people confuse receiving a **certificate** after attending a training or workshop with getting certified. In this case, you can only say that you completed a course of study or training, and received a **certificate** of completion.

The following presentation will describe how you may obtain your national medical interpreter **certification**...so you can claim to be a Certified Medical Interpreter with the CMI credential.



PRE-REQUISITES

Interpreters with 1 year proven work experience (through employer letter) in the medical setting, may register for the certification exam (until May, 2011).

NOTE: (You can be an independent contractor, the letter just needs to state that you have been providing medical interpreting services for the organization for over 1 year from the date of the letter. It needs to identify languages.)

Interpreters with less than 1 year proven work experience:

- ❑ **Age:** at least 18 years old
 - ❑ **General education:** Minimum High School Diploma or equivalent
 - ❑ **Medical interpreter education:** At least 40 hours program
 - If you don't have one consider taking it as a refresher to certification.
 - ❑ **Oral proficiency:** in English and the other language: High school or higher education or ACTFL LTI Exam at Advanced Mid level minimum. To take the oral proficiency OPI academic exam, apply online at http://www.languagetesting.com/application_acad/individual1.cfm?title=General%20Teachers/Students&test_type=OPI For languages: http://www.languagetesting.com/languages_academic.cfm
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PROCESS FOR CERTIFICATION

Step 1 **Register** for certification (fill out and mail form, submit it with documentation, and payment). Cost \$30.

Step 2. Take the National Board **Written Exam**

Exam takes 1½ hours and is computer-based. You will take the proctored exam at a PSI site (over 600 sites-US.) Cost: \$150.

Step 3. *Depending on the non-English working language*

Take the **National Board Oral Exam** (completed) Cost: \$250.

Take the **National Board Qualification Exam** (Coming Soon)

Undergo the **National Board Portfolio Review** (Coming Soon)

Step 4. Get Recertified (Available Fall of 2014)

Every 5 years – no retesting required, just show proof of 3.0 CEUs.

NOTE: All fees are payable to the National Board and go towards processing registration, administering the exams, or further development of new test versions.



CREDENTIALS

1. CERTIFIED MEDICAL INTERPRETER (CMI)
 - Successful completion of certification process with written & oral exams
 - ✓ *Initially available in Spanish. Next year it will be available in 21 more languages, eventually expanding to 30*

2. QUALIFIED MEDICAL INTERPRETER (QMI)
 - Successful completion of process with written & qualification exams
 - ✓ *For minority languages done in partnership with other national testing providers*

3. SCREENED MEDICAL INTERPRETER (SMI)
 - Successful completion of process with written & review of portfolio (similar to Canadian & Australian recognition processes)
 - ✓ *For newly emerging languages*



TOP 22 LANGUAGES

The languages to be offered represent the most utilized languages in the US

Arabic

Bosnian

Cambodian (Khmer)

Cantonese

Croatian

Farsi

French

German

Haitian Creole

Hmong

Italian

Japanese

Korean

Mandarin

Polish

Portuguese

Russian

Serbian

Somali

Spanish

Tagalog

Vietnamese

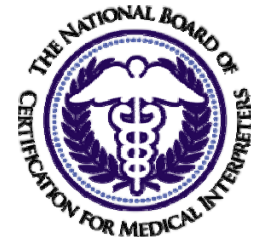
PSI LOCATIONS: www.psionline.com



All interpreters, all languages, all places

- PSI will administer the tests via the several hundred proctored sites located nationwide. List of cities at <http://www.imiaweb.org/uploads/docs/PSIPremierPlusNetworkCities.pdf>





WRITTEN EXAMS TOPICS

- Medical Terminology (largest section) – not translation of terms, but understanding of terminology
 - in English 75% of exam
- Roles of the Medical Interpreter
- Medical Interpreter Ethics
- Cultural Competence
- Medical Specialties
- Interpreter Standards of Practice (IMIA, CHIA, NCIHC)
- Legislation and Regulations (HIPAA, CLAS)

Note: Content is based on Job Analysis Data statistics.



Subtopics Covered in Ethics

- Confidentiality
- Accuracy and completeness
- Impartiality
- Conflict of Interest
- Scope of Practice
- Disqualification/Impediments to Performance
- Professional Courtesy
- Professional Development

Note: Content is based on 2009 Job Analysis Data statistics.

Subtopics - Medical Terminology



- Medical Tests and Diagnostics
- Medical Apparatus
- Pharmacology
- Pathologies
- Symptomatology
- Anatomy
- Musculoskeletal System
- Endocrine
- Respiratory
- Cardiovascular
- Urinary
- Nervous
- Digestive
- Reproductive
- Integumentary
- Treatments
- Acronyms and Abbreviations

Note: Content is based on Job Analysis Data statistics

Subtopics - Medical Specialties



- OB/GYN & Genetic Counseling
- ENT
- Pediatrics
- Emergency medicine
- Oncology
- Surgery
- Orthopedics
- Radiology
- Nutrition Counseling
- Endocrinology
- Ophthalmology
- Neurology
- Psychiatry

Note: Content is based on Job Analysis Data statistics.



SKILLS ASSESSED ON ORAL EXAMS

- Linguistic proficiency in both working languages
- Consecutive Interpreting skills in context
- Sight Translation skills from English into other language
- Knowledge of Medical Terminology and Specialties within context in both languages
- Cultural Competence

Note: Content is based on Job Analysis Data statistics.



Oral Exam

- The oral test will be proctored at PSI sites using advanced technology
 - The test will take 40 minutes
 - 12 mini-scenarios - 30 minutes
 - 1 sight translation - 10 minutes
 - Covers same subject matter as described previously – all topics are based on the job analysis
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Resources to prepare for your exams



- Become familiar with the recognized Interpreter Standards of Practice, Codes of Ethics and the CLAS standards:

CHIA Standards of Practice: <http://chiaonline.org/content/blogcategory/40/114/>

IMIA Standards of Practice: <http://www.imiaweb.org/standards/standards.asp>

IMIA Code of Ethics: <http://www.imiaweb.org/code/default.asp>

NCIHC Standards of Practice:

<http://data.memberclicks.com/site/ncihc/NCIHC%20National%20Standards%20of%20Practice.pdf>

NCIHC Code of Ethics:

<http://data.memberclicks.com/site/ncihc/NCIHC%20National%20Code%20of%20Ethics.pdf>

CLAS Standards:

<http://minorityhealth.hhs.gov/templates/browse.aspx?lvl=2&lvlID=15>

(Standards 4-7 - language access)



More Study tips

- Study medical terminology, there are many free medical glossaries and dictionaries online, for example the Merck Manual at www.merck.com/mmhe/index.html and medical glossaries in several languages for a cost at www.xculture.org/catalog/index.php?cPath=24
 - Links to over 2,000 medical dictionaries and glossaries in 23 languages:
<http://www.interfold.com/translator/medsites.htm>
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Basic medical information



- Go to MedlinePlus <http://medlineplus.gov/> sponsored by the U.S. Library of Medicine and Institute of Health – interactive, with sound, in English and Spanish
 - www.nhs.uk/Conditions/Pages/bodymap.aspx?r=1&rtitle=Health+Encyclopaedia (A-Z, body & subject indexes)
 - <http://health-pictures.com> (Medical pictures and definitions)
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For the oral exam:

- CCCS Interpreter Training materials

http://www.cccsorg.com/resources/purchase_tools.html

- ACEBO Interpreter Training materials

<http://www.acebo.com/pinfo.htm>

- Attend interpreter trainings, workshops and conferences
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Regulations and Guidelines



- **The Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule**

www.hhs.gov/ocr/privacy/

- **Title VI and the Civil Rights Act of 1964**

www.LEP.gov

Cultural Competency



- The Cross Cultural Health Program
<http://www.xculture.org/>
 - Diversity RX
<http://www.diversityrx.org/>
 - ALSO: Join your local interpreter/translator association and attend meetings
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GET CERTIFIED!



You will:

- distinguish yourself from your colleagues
 - show future employers your national qualifications
 - help the profession by promoting certified interpreters
 - let others know about national certification
 - explain the risks of working with non-certified interpreters
 - raise the standards of the profession through certification
 - Add your new credentials to your communications, i.e.
 - John Stravisky, CMI
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More information:

Go to www.certifiedmedicalinterpreters.org
for updates and information.

Check for webinars to help you prepare.
