

## INTERPRETER SERVICES POLICY

### **POLICY:**

The following is the Guide to Judiciary Policy's requirement for providing services for both sign language interpreters and foreign language interpreters:

Volume 5, Ch. 2, § 240.10 Bankruptcy Appeals and Bankruptcy Cases:

(a) In a bankruptcy appeal in a district court or a bankruptcy case in bankruptcy court, the parties are responsible for providing interpreter services for court proceedings as well as communications between counsel and the parties, except in very limited instances:

- (1) when the bankruptcy proceedings are instituted by the United States or
- (2) when a party has a hearing impairment (whether or not suffering also from a speech impairment).

(b) If the proceedings are instituted by the United States, the procedures outlined in [§ 210](#) should be followed, and payment may be made from the general authorization. Matters instituted by the United States are adversary proceedings initiated by agencies such as:

- the U.S. Trustee (UST);
- the Internal Revenue Services (IRS);
- the Securities and Exchange Commission (SEC); and
- the Federal Deposit Insurance Corporation (FDIC).

Volume 5, Ch. 2, § 255 Service to the Hearing Impaired and Others with Communication Disabilities:

(a) Under Judicial Conference policy, a court **must** provide sign language interpreters or other [auxiliary aids and services](#) to [participants](#) in federal court proceedings who are deaf, hearing impaired or have communication disabilities, and **may** provide these services to spectators when the court deems appropriate...

### **PROCEDURE:**

For the scheduling of both sign language and foreign language interpreters for (1) proceedings initiated by the United States or (2) when a party has a hearing impairment, please contact:

Angela Preston, Property and Procurement Administrator

Locally, you may also contact:

Cincinnati: Yvonne Ventre, Office Supervisor

Columbus: Bridgette Evans, Office Supervisor

Dayton: Mecca Carter-Marshall, Office Supervisor

The above individuals will provide Angela Preston with the necessary information for the scheduling of interpreters.

### **QUESTIONS:**

If you have any questions regarding the above policy and procedure, please contact Angela Preston.

The following are interpreters previously used by the court:

Cincinnati

Translations Unlimited  
1951 Fallbrook Lane  
Cincinnati, OH 45240  
(513) 674-0716

Columbus

ASIST Translation Services  
4891 Sawmill Road #200  
Columbus, OH 43235  
(614) 451-2027

Dayton

Community Service for the Deaf  
2211 Arbor Boulevard  
Dayton, OH 45439  
(937) 222-9481

Miami Valley Interpreters  
2390 S. Dixie Drive  
Kettering, OH 45409  
(937) 222-8200