**QAST General Information**

The Interpreter Certification and Resource Center (ICRC) which is under the The State of Oklahoma uses the Quality Assurance Screening Test (QAST) system to evaluate individuals who wants to become certified in the State of Oklahoma. The Oklahoma Department of Rehabilitation Services, Services to the Deaf and Hard of Hearing (SDHH) department administers QAST in accordance to the 56-199.2 State Department of Rehabilitation Services “Cooperation with commissions and state agencies – Interpreter Services” law.

 ***Oklahoma QAST Process***

***General Written Information***

* Must take and pass QAST written examination before eligible for QAST (QA) performance.
* Oklahoma residents - $50.00, Non-residents- $100.00. Proof of residency is required.
	+ - Personal check or money order accepted. Cash, debt, or credit cards not accepted.
* There is not a QAST written application, must make appointment with either:

 Oklahoma City Metro area,

 2401 NW 23rd Street, #51, Oklahoma City, OK

LV Berglund, 405-522-7936, 1-800-833-8973, Lberglund@okdrs.gov or KNutt@okdrs.gov

Tulsa area

8740 E. 11th Suite A, Tulsa, OK

Tiffany Harris, 918-836-5556, Tharris@okdrs.gov

***Detailed Written Information.***

* Consists of seventy-five (75) multiple-choice questions. Questions cover various issues

 such as: Oklahoma QAST Ethical Standards, QAST Limitations of Levels, Interpreting

 situations, and Deaf Culture.

* Approximately takes 1 ½ - 2 hours, not timed.
* Must pass with 86% to be eligible for the QAST performance portion.
* If passing score of 86% is not achieved, must wait six (6) months before eligible to re-test.
* Written exam is valid for 3 years. An individual has 3 years from the written passing date

to take the QA performance evaluation. If an individual fails to take the performance portion or does not receive QA level in the 3 years from written passing date, s/he must re-take the written before eligible for QA performance evaluation.

* Must be knowledgeable of required study material for the written portion.
* Study material listed at end of General Information page.

***General Performance Information***

* Submit a QAST Performance Application and applicable fee to address on application.
* A candidate must provide a valid email on the application; s/he will receive QAST correspondence via email.
* QAST performance evaluations will only be reserved by submitting application and fee.
* Oklahoma residents -$100.00, Non residents- $200.00. Proof of residency required.
* Personal check or money order accepted. Cash, debt or credit card not accepted.
* QAST Performance Application can be downloaded from DRS website

 <http://www.okdrs.org/ICRC> or contact ICRC Program Specialist, LBerglund@okdrs.gov

 ***Detailed Performance Information***

* Performance evaluations are administered monthly, except January and February.

Check the DRS/ICRC event calendar on the website for available dates and times. <http://www.okdrs.org/ICRC>

* Approximately a 4-5 month waiting period for evaluation availably.
* QAST performance is divided into two interactive (transliterating and interpreting) performance

 sections, I-III and IV-V.

* + - * A candidate can apply to take either the I-III performance evaluation or the IV-V performance evaluation.
* Must pass Ethics interview portion with 80% before skill levels will be awarded.
* Candidate is required to take the interview portion each time s/he is evaluated.
* Oklahoma QAST Ethical Standards, QAST Limitations of Levels, Oklahoma Educational

 Interpreter for the Deaf Act and the Oklahoma Legal Interpreter Act will be provided in

 the warm up room for review.

* It is a video evaluation.
	+ - Video evaluation – The testing candidate and the Transliterator are the only ones in evaluation room. The evaluation will be recorded for (3) three evaluators to score at a later date. The candidate will receive evaluation results in approximately 3 weeks.
* Candidate is allotted an hour and 15 minutes prior to scheduled evaluation for paperwork

 and pre-evaluation practice.

* Three parts to performance: ethics interview, interactive interpreting (expressive signing and

 receptive voicing) and interactive transliterating (expressive signing and receptive voicing)

* Candidate can choose which performance portion to begin with: interview then

 interactive or interactive then interview.

* Candidate can choose which interactive portion to begin with: transliterating or interpreting.
* Certification is based on a skill level percentage.
* Entry Level Beginner Level I 50% - 69%
* Intermediate Level Beginner Level II 70%-84%
* Advanced Level Beginner Level III 85% - 100%
* Accomplished Level Level IV 80%-89%
* Master Level Level V 90% - 100%

***Ethics Interview Portion***

 **What information about the Interview portion do I need to know?**

* Must pass with an 80% on the Interview portion before levels will be awarded.
* Study material required.
	+ - Oklahoma QAST Ethical Standards, Oklahoma QAST Limitations of Levels, Oklahoma

 Legal Interpreter for the Deaf and Hard of Hearing Act, and Oklahoma Educational Interpreter for the Deaf Act.

* + The Oklahoma QAST Ethical Standards and QAST Limitations of Levels can be

 downloaded from the DRS website

 http://www.okdrs.org/ICRC or contact ICRC Program Specialist for study material.

* + Required study material listed at the end of General Information page.

**How can one demonstrate her/his knowledge during the interview?**

Knowing how to handle or make ethical decisions is integrated into the Ethics Interview portion. It is firmly expected and required to see how an interpreter would make decisions, or handle a certain situation, by applying and supporting their decision and/or situation with Ethical Standards, Level of Limitations, and/or Laws/Acts. The Interview focuses on attitude, composure, assignment readiness, and professionalism; which any of these can play a role in making a professional ethical decision and how an interpreter presents themselves to the interpreting profession.

***Confirming a Scheduled Evaluation***

**What to expect after an application and fee is submitted?**

* Will receive a letter of tentative evaluation date and time, via email, after ICRC receives application and fee.
* Approximately four (4) weeks prior to the evaluation date, a candidate will receive a confirmation letter, via email, to accept or decline date and time of the evaluation.
* Return electronic confirmation letter by due date listed on letter. Verbal confirmation is not accepted.
* If confirmation is not received by due date, the candidate will be removed from evaluation date and time and be at risk of forfeiting the performance fee.

**What if a candidates needs to reschedule an evaluation?**

A candidate may request, without risk of forfeiting fee, in writing or e-mail to reschedule his/her performance evaluation three (3) weeks prior to scheduled evaluation. The new date must be within one (1) year of the original application date or the fee is forfeited.

**Will the fee be forfeited if an emergency occurs preventing a candidate from testing on his/her scheduled evaluation?**

If the candidate contacts the ICRC Program Specialist immediately, and has supportive documentation or justification, then the application and fee will not be forfeited. If cancellation is due to an emergency, (accident, sudden illness, or natural disaster) appropriate supportive documentation is required for rescheduling to the next available evaluation date.

**Is there a requirement in submitting an application and fee before a certification expires?**

Yes, to maintain QA levels, it is required to submit an application and appropriate fee 90 days prior to the levels expiration date. This will allow the certified interpreter to retain the QA levels until the next available evaluation date. If certification becomes invalid for non-compliance, a candidate must take and pass the written exam before eligible for the performance evaluation.

**Are there requirements for maintaining certification?**

Yes, an interpreter must satisfy 1 CEU and pay an annual maintenance fee. The 1 (10 hours) Continuing Education units (CEUs) are due annually by December 31st  and the $40.00 maintenance fee is due annually by January 31st. If either of the requirements are not met by the due date, QA certification will become invalid. It is the interpreter’s responsibility to keep track of their submitted CEUs; they can review their CEU transcript at <http://www.okdrs.gov/ICRC>

**What other requirements are there?**

An interpreter is responsible for knowing the various laws that will affect the interpreting profession. The Oklahoma Educational Interpreter for the Deaf Act and the Oklahoma Legal Interpreter for the Deaf Act. Additionally, it is the interpreters responsibility to compy with the Oklahoma Educational Intepreter for the Deaf Act and register with the State Department of Education and show proof to ICRC if they function in ANY capacity as a K-12 educational interpreter. If the interpreter fails to follow the legal aspect, they may run the risk of their certification becoming invalid.

***INTERPRETER CERTIFICATION RESOURCE CENTER (ICRC) STAFF***

LV Berglund, ICRC Program Specialist. 405-522-7936, LBerglund@okdrs.gov

Keri Nutt, ICRC Program Technician, 405-708-6153 VP, KNutt@okdrs.gov

ICRC, 2401 NW 23rd Street, Suite #51, Oklahoma City, OK , 73107, 1-800-833-8973

***STUDY REFERENCE MATERIAL***

**Written portion**

Frishberg, N. (1990). *Interpreting: an introduction (chapter 4 & 6)*. Alexandria, VA: RID Press

Humphrey, J.H. & Alcorn, B.J. (2001). *So you want to be an interpreter: an introduction to sign language interpreting* (4th ed.). Clearwater, FL: H&H Publishing

Mindess, A. (1999), *Reading between the signs: intercultural communication for sign language interpreters (Chapters 3,4, & 5).* Yarmouth, ME: Intercultural Press. **(MUST READ)**

*Oklahoma Sign Language Interpreter Ethical Standards and Oklahoma QAST Limitations of Levels*. DRS website. <http://www.okdrs.org/ICRC>

**Interview**

Frishberg, N. (1990). *Interpreting: an introduction (chapter 4 & 6)*. Alexandria, VA: RID Press

Humphrey, J.H. & Alcorn, B.J. (2001). *So you want to be an interpreter: an introduction to sign language interpreting* (4th ed.). Clearwater, FL: H&H Publishing

Mindess, A. (1999), *Reading between the signs: intercultural communication for sign language interpreters.* Yarmouth, ME: Intercultural Press.

*Oklahoma QAST Sign Language Interpreter’s Ethical Standards and Oklahoma QAST Limitations of Levels.*  DRS website. <http://www.okdrs.org/ICRC>

*Oklahoma Legal Interpreter for the Deaf and Hard-of-Hearing Act.*

*Oklahoma Educational Interpreter for the Deaf Act.*  Oklahoma State Department of Education website. <http://sde.state.ok.us/Curriculum/SpecEd/Ed_Interpreters.html>

**Performance**

Mindess, A. (1999). *Reading between the signs: intercultural communication for sign language interpreters.* Yarmouth, ME: Intercultural Press. \*Chapter 8: Techniques for Cultural Adjustments

Patrie, C. (1992). Fingerspelled word recognition skills in sign language interpreters: a

comparison between novice and experienced interpreters. *Journal of Interpretation*, 5-1, 1992, 51-90.

Spingarn, T. (2001). Knowledge of deaf community-related words, symbols and acronyms among hearing people: implications for the production of an equivalent interpretation. *Journal of Interpretation*, 2001, 69-84.

Taylor, M. (2002). *Interpretation skills: American sign language to English*. Alberta, Canada: Interpreting Consolidated.

Taylor, M. (1993). *Interpretation skills: English to American sign language*. Alberta, Canada: Interpreting