

## LANGUAGE-RELATED DEFINITIONS

The following definitions are provided to clarify terms that are not contained in the glossary section of the Policy Manual.

1. Limited English Proficient (LEP) offender: An offender who does not speak English as his/her primary language and has a limited ability to read, write, speak, or understand English. An LEP offender may communicate adequately in English in the living unit, but may meet the definition of an LEP offender in a medical clinic, disciplinary hearing, or classification review.
2. Primary Language: The language in which an individual is most effectively able to communicate.
3. Bilingual: Able to speak 2 languages fluently and communicate directly and accurately in both English and another language.
4. Dual Language: For the purposes of this policy, a bilingual Department employee or service provider who provides written and/or oral language services to the Department.
5. Direct Communication: Monolingual communication in a language other than English between a certified/registered/screened bilingual employee or service provider and an LEP offender (e.g., Russian to Russian).
6. Interpretation: The act of listening to a communication in one language and converting it into another spoken language or into sign language while retaining the same meaning. It is a sophisticated skill requiring practice and training and should not be confused with simple bilingualism. The interpreter is the person who employs this technique.
7. Translation: The replacement of text written in one language with equivalent written text in another language. It requires special knowledge, skills, and training. The translator is the person who employs this technique.
8. Certified Interpreter/Translator: An individual who has passed:
  - a. One of the Department's certification exams for Spanish,
  - b. An Administrative Office of the Courts (AOC) certification process for one of the certified languages, other than Spanish,
  - c. A Department of Social and Health Services (DSHS) certification process for one of the certified languages, other than Spanish, or
  - d. One of the Registry of Interpreters for the Deaf certification exams.
9. Registered/Screened Interpreter: An individual who has passed the AOC examination process for one of the registered languages or the DSHS examination process for one of the screened languages.