



Nurse Aide Training Program – Use of Sign Language Interpreter

Division of Quality Assurance / Office of Caregiver Quality

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The purpose of this publication is to provide guidelines for the use of a sign language interpreter for a deaf or hard of hearing student enrolled in an approved nurse aide-training program.

When a deaf or hard of hearing student requests an accommodation for the use of a sign language interpreter in a nurse aide training program (NATP), the following steps must be followed prior to the student beginning class.

Classroom/Lab

If the student will need the services of an interpreter in the classroom and lab, but not in the clinical setting, the NATP only needs to submit a curriculum change request on a *Nurse Aide Training Program – Notice of Substantial Change* (DQA form F-62224), which identifies the interpreter by name. This form is available on the DHS website at: <https://www.dhs.wisconsin.gov/library/F-62224.htm>

Classroom/Lab and Clinical

If the student will need the services of an interpreter in the classroom, lab, and clinical setting, the NATP must contact the nursing home administrator (NHA) or director of nursing (DON) at each of the long term care facilities that would serve as the clinical site for the potential student. Each clinical site needs to be contacted. The training program will inform the clinical site that they have a student who is requesting the use of a sign language interpreter to accompany the student to clinical.

- If the nursing home agrees to allow the interpreter to accompany the student to clinical in the facility, the training program will need to obtain written permission from each resident for whom the student may be assigned to provide care during the clinical rotation. The facility should maintain this documentation in the medical record of each affected resident.
- If the nursing home and/or the resident(s) do not give their consent, the student will not be able to attend the clinical portion of the training accompanied by the interpreter. The student should be given the opportunity to attend clinical without the use of the interpreter.

If the nursing home and the resident(s) give consent, the NATP must submit a change form to the DHS Office of Caregiver Quality (OCQ) to utilize the interpreter in the classroom and clinical setting.

- The training program submits a curriculum change request on a *Nurse Aide Training Program – Notice of Substantial Change Nurse Aide Training Program* (DQA form F-62224) which identifies the interpreter and each long term care facility that has agreed to the use of the interpreter(s). This form is available on the DHS website at: <https://www.dhs.wisconsin.gov/library/F-62224.htm>
- The training program must include a cover sheet that verifies that the required consent has been obtained from the NHA or DON and the appropriate resident(s).

Department Responsibilities

OCQ will issue a written notice regarding receipt of the substantial change request.

If the interpreter will accompany the student to the clinical setting, the training program must complete a caregiver background check on the interpreter, share any convictions with the clinical site, and keep the information on file.

For information regarding sign language interpreter regulations, see the Department of Safety and Professional Services (DSPS) website at: <http://165.189.64.111/Licenses-Permits/Credentialing/Health-Professions>

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For questions regarding accommodations for nurse aide training or testing, contact:

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Appeals of Department decisions regarding accommodations may be sent to: dhscaregiverintake@wisconsin.gov