



Waiver of Interpreter Services

Name of Department/Program: _____

You have been offered **free** interpreter services provided by a Qualified Interpreter who:

- Has demonstrated expert proficiency in both English and your language
- Knows specialized terms and concepts related to the program/service you are seeking.
- Is trained to follow confidentiality, impartiality, and ethical rules to protect your privacy.

An untrained interpreter:

- May not know technical terms or words and may give you the wrong information.
- May add or leave out information.
- May learn things about you that you may not want to share.
- May share with others about your condition or life situation.
- May misunderstand what is being said.

Risks of not using a Qualified Interpreter may affect your services.

If you do not want to use a Qualified Interpreter, **please initial all items below.**

_____ The risks of not using a Qualified Interpreter have been explained in my language.

_____ I have been advised that a Qualified Interpreter and/or the use of auxiliary services are available to me **at no cost** through Prince William County.

_____ I am aware that I am **not** required to bring an interpreter to interpret for me. I have been offered interpreter and auxiliary services and **I decline the use of such services.** The following individual is providing interpreting services for me: _____

_____ I have been advised that if I prefer to use a Qualified Interpreter or auxiliary services at no cost, services will be provided to me by notifying a Prince William County staff member.

_____ I understand the risks and still choose not to have a Qualified Interpreter.

Client's Name (Print) _____

Client's Signature _____ Date: _____

Service Provider's Signature _____ Date: _____

Qualified Interpreter Signature (if present) _____ Date: _____

If interpreted by phone/ video, interpreter name or # and vendor: _____

Explanation of Document (for providers and staff): Policy requires that Qualified Interpreters interpret for Limited English Proficient and Deaf/Hard-of-Hearing clients in order to ensure client safety and accurate communication between the client and their service team. Clients have the right to refuse the interpreter and to have a family member or friend interpret, but the potential risks of using an untrained interpreter must first be explained to them in their language. They must also sign this form each time they waive interpreter services, and it must be placed in their permanent record. The trained interpreter will remain in the room in order to intervene in the event that the family member/friend is unable or unwilling to interpret correctly.