

Information from the Legal Services Society March 2010

Information for Legal Aid Clients Regarding Interpreters and Translators

Interpreting for language

1. No prior authorization is required for uncertified interpretation accounts of up to \$250. Uncertified interpreters will be paid up to \$25 per hour.
2. No prior authorization is required for certified interpretation accounts of up to \$350. Certified interpreters will be paid up to \$35 per hour.
3. Prior authorization is required for any service exceeding the above limits.

* Attach copies of detailed invoices for services, including the interpreter's name and address.

Cautions

- To be billable, interpretation services must be performed by a professional, third-party interpreter under the lawyer's supervision.
- Interpreters should have experience interpreting in a court or legal environment. LSS does not pay for interpretation services provided by employees, relatives, or friends.
- When billing the certified rate, you are responsible for ensuring interpreters meet LSS certification guidelines. Certification documents must be provided upon request.
- You are responsible for ensuring that interpreters bill accurately.
- LSS does not accept billing for minimum time or a flat rate.
- For multiple client claims, the limit under which no authorization is required is calculated per adult client.
- LSS recognizes certification through membership status with the Society of Translators and Interpreters of BC (STIBC), completion of the Vancouver Community College Court Interpreter Program, and/or completion of a recognized interpreter certification program.

Interpreting for the hearing impaired

1. No prior authorization is required for accounts up to \$350.

2. Prior authorization is required for any service exceeding the above limits.
3. Sign language interpreters will be paid up to \$50 per hour.

Caution

- To be billable, sign language interpretation services must be performed by a certified sign language interpreter under the lawyer's supervision.

Translation for language

1. Prior authorization is required for any translation service.
2. Translators will be paid up to \$0.19 per English word of translation (no flat rates).
3. LSS will authorize translation costs of up to \$361 (1,900 words) for each immigration hearing referral issued.

* Attach copies of detailed invoices for services, including the translator's name and address.

Cautions

- LSS will not pay for translating forms that are already available in the required language, but only for translating the client information entered on them.
- Unless the circumstances are exceptional, LSS will not authorize a translation of any document back into the client's language.
- You are responsible for ensuring that translators bill accurately.

Meterage for Interpreter and Translator Transport

1. No prior authorization is required to bill meterage up to \$115.
2. Meterage for interpreters/translators is billable at the LSS rate, per kilometer, for travel to and from their office to the office of the lawyer. Detours to pick up or drop off clients are not billable.

* Attach copies of detailed invoices for services, including the interpreter/translator's name and address.

Cautions

- Meterage is billable per trip, not per client.
 - You are responsible for ensuring that interpreters and translators bill accurately.
 - LSS does not reimburse interpreters/translators for parking.
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Source:

LSS website: www.lss.bc.ca