

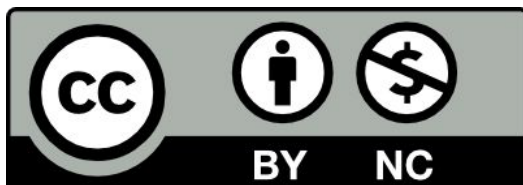


Improving Rural Interpreter Skills

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Module 3: Identifying Completed Professional Development



Module content developed by Kelly Decker
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Overview & Objectives

Overview: This module outlines the necessary documentation needed and strategies to obtain verification for the professional development portion of the APP.

Learning Outcomes and Objectives

Upon Completion of this module participants will be able to:

1. Relate APP professional development requirements to one's own.
2. Research avenues for obtaining verification of professional development.
3. Implement requests for verification.
4. Produce evidence of verified professional development.



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Introduction

The third step of the APP process is to collect documentation that verifies your interpreting professional development. This can include but is not limited to activities that earned CEUs related to the deaf community, signed language, and/or interpreting and were earned via conferences, lectures, seminars, webinars, and workshops. This means that *all of your learning to date* in the IRIS Project counts towards this portion of the educational equivalency application.

Unlike the other experiences you have been collecting in this process that had no time limit, this does. For this portion of the APP process, you can only go back **five years** from the date of your application.

Begin to think now about all the various professional development you have taken in the past five years and how many experience credits you need to reach the 120 total required for RID's educational equivalency application. Be sure to conserve your efforts during this module while you are gathering documentation to verify professional development. If you only need just a few experience credits to meet the 120 threshold, only obtain documentation for those credits needed.

This module will guide you through the steps needed to gather the needed documentation. Let's get started . . .



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Documentation Needed, Part I

There are three types of documents you can submit for this portion of the APP process.

- **RID Transcript.** You can get this by logging into your [RID account](#) and downloading your CEU transcript. File this transcript with all of your APP documentation. Please note that only current Certified and Associate members can access and download CEU transcripts in their member portal. Other members (i.e. student members) can see their education history in the member portal by navigating to the 'View Your Education History' section and clicking on it. If you have just become a member of RID you may not have any CEUs accounted for. If so, that's ok, there are other ways to verify your professional development.



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Documentation Needed, Part II

- **Certification of Completion.** Find all the certificates of completion you have obtained from all the interpreting related professional development you attended that provided RID CEUs. For example, at the end of each IRIS onsite event and online program you would have received a certificate of completion from the IRISProject@unco.edu email address. Collect all of your certificates of completion and file them with your APP documentation. The required documentation for RID CEU bearing professional development is a certificate of completion that clearly indicates your name, the activity name, the activity date, the sponsor name, the number of CEUs earned and shows the RID/ACET CEU logo. If you've been a member of RID for some time and have had your CEUs accounted for you will not need to locate certificates of completion as they are already reported on your CEU transcript. If you are unsure if something counts within this category, reach out to your facilitator for support.

Example of RID CEU logo.





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Documentation Needed, Part III

- **Letters of Completion.** Find documents that verify you participated in non-RID affiliated professional development activities that were related to the Deaf community, sign language, or interpreting. These activities *must have* alternate continuing education units (CEUs), other than RID. Examples of this include BEI affiliated CEUs, or trainings hosted by other professional organizations such as but not limited to the [American Translators Association](#), [Certification Commission on Healthcare Interpreters](#), [National Council on Interpreters in Health Care](#), [National Association of Judiciary Interpreters and Translators](#). The required documentation for non-RID CEUs is a certificate or letter of completion indicating your name, the activity name, the activity completion date, the sponsor name, and the number of CEUs earned. If you are unsure if something counts within this category reach out to your facilitator for support.

Canvas Discussion: Gathering Documentation



NOTE: You have to log into Canvas to complete this assignment

Create an original post responding to the following three prompts:

1. Describe the steps you are taking to obtain/create your documentation for your professional development.
2. Have you experienced any barriers in collecting this documentation? If so, what were they?
3. Do you have any further questions about *this* portion of the APP process?

If you notice a question from a colleague that you can answer, do that by replying to them on this thread.



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Calculating your Professional Development Credits for the APP

Now that you have your professional development documentation you need to figure out how many experience credits you will receive. Let's get started . . .

1. **Step 1:** Identify the total number of CEUs for which you have supporting documentation and were completed in the past **five years**.
2. **Step 2:** Calculate your professional development hours towards experience credits.
 - a. For every **one hour** you invested in professional development that counts towards **.02 credits**.
 - i. For example, the IRIS Project CORE program was 28.5 CEUs. This equates to 285 hours. $285 \text{ hours} \times .02 \text{ credits} = 5.7 \text{ credits}$.



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Canvas Submission: Professional Development Verification



NOTE: You have to log into Canvas to complete this assignment

In Canvas, using the text box write in the number of interpreting experience credits you believe you will be receiving on the Educational Equivalency Application for your professional development. Remember to only go back **five years** and calculate every one hour you invested in professional development counting towards .02 credits.

This submission is only viewable by your facilitator and IRIS leadership.



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Synchronous Session



This module **requires your attendance** at a synchronous session.

During this session, we will be working on a case study of an interpreter applying for the RID Alternative Pathway Program (APP). Via small groups, you will review the documentation and the RID Educational Equivalency Application (EEA). Together you will determine how many credits they have towards obtaining the necessary 120 credits needed.

To help you prepare for this session, the case study is embedded in Canvas.



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References

Registry of Interpreters for the Deaf (n.d.) *Alternative pathway program*. Retrieved March 29, 2024, from <https://rid.org/certification/alternative-pathway-program/>



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