# Guidelines for Determining Who Can Serve as Interpreter

## When Obtaining Consent Using the Short Form Consent Process

<table>
<thead>
<tr>
<th>Types of studies</th>
<th>Who can serve as the interpreter?</th>
<th>Comments</th>
</tr>
</thead>
</table>
| **Studies involving low/ minimal risk, surveys, interviews, focus groups, etc.**  
(Types of activities that normally do not require consent outside of research) | Adult friends and family members of the non-English speaking subject  
*Minors may not serve as interpreters*  
Non-medical and administrative staff members  
(and all those listed below) | As always, the "investigator" obtaining consent is responsible for the consent PROCESS and for ensuring that the subject /LAR understands the material being presented. |
| **Studies involving minimal risk and slightly more than minimal risk procedures (i.e. blood draws, LPs, x-rays, dexta-scans, punch biopsies, etc.) and other clinical procedures that do not routinely require additional consent when performed for clinical care** | Study staff member who is bilingual  
Study staff member from another research study who is bilingual and willing to help consent subjects on this study***  
Professional staff (i.e. nurses, PT, OT, technologists, etc.) and med students, physicians, pharmacists, residents, etc. who are bi-lingual and who have a general clinical background to understand the procedures being described ***  
(and all those listed below) | As always, the "investigator" obtaining consent is responsible for the consent PROCESS and for ensuring that the subject /LAR understands the material being presented.  
***Note: if a professional staff person or a staff member is used as an interpreter – he/she is NOT the person obtaining consent, but only serving in the interpreter role. One of the investigators listed on the protocol in question must still be "the person obtaining consent" and must be involved in the consent process. |
| **Studies involving complex procedures and high risk including investigational drug therapies, chemotherapy, investigational devices, and those procedures which require additional consent when** | Study staff member who is bilingual  
Investigator from another research study may serve as the interpreter. ** | As always, the "investigator" obtaining consent is responsible for the consent PROCESS and for ensuring that the subject /LAR understands the material being presented. |

Revised 12.10.08 MAB
| performed for clinical care (i.e. surgery) | Interpreter from interpreter services  
Interpreter from the BUMC contracted interpreter telephone line | ***Note: if an investigator from another research study is used as the interpreter he/she is NOT the person obtaining consent on this study but only serving in the interpreter role. One of the investigators listed on the protocol in question must still be “the person obtaining consent” and must be involved in the consent process. |

The IRB makes the final determination on a case-by-case basis as to who may serve as the interpreter for each study. The investigator needs to provide sufficient detail in the protocol for the IRB to understand how the non-English speaking subjects will be consented and then how investigators plan to communicate with subjects throughout the course of the study. Use of the translator telephone lines for follow-up visits is an acceptable option in most cases.