



Office of Language Access Best Business Practices Events Suitable for Video Remote Interpreting

The Office of Language Access (OLA) recommends using WebEx to support the provision of language access services through remote interpreting. Remote interpreting includes the use of video, telephone, or any combination of video and telephone. The events listed in this document have been identified as court events that could be conducted remotely, at the discretion of the court. This is not an exhaustive list, and this document is intended as a guide to help judicial officers and court staff in determining when to use an interpreter remotely, as certain events are better suited for remote interpreting. If you have questions about this document and the suitability to perform specific events remotely, please reach out to your Managing Court Interpreter.

The Office of Language Access supports the use of remote interpreting for the following events.

1. Traffic
 - In-Custody Advisements
 - Continuances
 - First Appearance
2. D&N forthwith hearings
 - Child support hearings
 - Paternity hearings
 - Delinquency advisements
 - Continuances
 - First Appearance
3. Domestic Relations
 - Initial Status Conference
 - Advisements
 - Continuances
 - Post-divorce modification
 - Non-contested permanent order hearings
 - Court ordered mediation
4. Family Court Facilitator meetings
 - Initial Status Conference
 - Continuances
5. Problem Solving Courts

- Participant's advisement of program requirements and expectations
 - Follow up in-person meetings
6. Temporary Protection Orders and Time sensitive motions to modify
 - Continuances
 - Advisements
 7. Other Civil Matters
 - Small claims mediation
 - FEDs
 - Court-ordered mediation
 8. Misdemeanor Criminal matters
 - Appearance of counsel
 - First appearances
 - Bond appearances
 - Status conferences
 - Pre-trial conferences
 - Arraignments
 - Continuances
 - Plea hearings
 - Plea agreements
 - Hearings on Motion to modify time sensitive information
 - Bond revocation hearings
 - Probation compliance reviews
 - Revocation of probation hearings
 - Sentencing
 9. Felony Criminal matters
 - Appearance of counsel
 - Prelim demand
 - Continuances
 - Status conferences
 - Plea agreements
 - Nonviolent and nonsexual felonies
 - Advisements
 - Settings
 - Bond hearings
 - If an LEP victim will speak, notice must be given prior to the hearing
 - First Appearance
 - Bond Revocation hearings
 - Probation Revocation hearings
 - Pretrial conferences
 - Arraignments

- Plea hearings
- Sentencing
 - Nonviolent and nonsexual felonies

10. Other Off the Record events

- Clerk's office windows visits for Civil and Criminal cases, Collections Investigator, Records, etc.
- Self-Help Center with or without appointments
- Court Visitors
- First meeting with Protective Proceedings Monitor