

Using a Translator/Interpreter for Research

This document explains the roles of a researcher and that of a translator/interpreter when conducting research work with non English speaking research participants.

The Roles of the Researcher

- The Researcher shall identify the interpreter/translator and assess their credentials. Key requirement being the interpreter/translator must be fluent in both English and the research participants native language.
- The Researcher shall Clarify to the interpreter/translator that the Researcher is recording data (and not the interpreter/translator).
 - If the interpreter/translator is part of the research team, then the interpreter/translator must complete CITI training.

Note: It is advised that the Researcher work with the translator to translate the recruitment materials, consent forms, survey/interview questions, and any other participant-facing documents only after the approval of the IRB application.

The Roles of the Interpreter

- The primary role of the interpreter is to:
 - Explain research information provided by the researcher (spoken or written) in a language understandable to the research participants native language.
- Prior to start of work:
 - The interpreter will sign a Confidentiality agreement.
 - The interpreter must ask the research participant if they have any questions about the study/consent and be available to answer their questions.

The Roles of the Translator

- The role of the Translator is twofold:
 - Translate written research content into research participants native language.
 - Translate received written research responses into English.
- Prior to start of work:
 - The translator will sign a Confidentiality agreement.
 - The translator must ask the subject if they have any questions about the study/consent and be available to answer their questions.