
Rules of
Department of Elementary and
Secondary Education
Division 100—Missouri Commission for the Deaf
Chapter 200—Board for Certification of Interpreters

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**Title 5—DEPARTMENT OF
ELEMENTARY AND
SECONDARY EDUCATION**

**Division 100—Missouri Commission for
the Deaf**

**Chapter 200—Board for Certification of
Interpreters**

5 CSR 100-200.010 General Organization

PURPOSE: This rule describes the authority and requirements of the Board for Certification of Interpreters.

(1) There shall be established within the Missouri Commission for the Deaf a Board for Certification of Interpreters, which shall be composed of five (5) members. The executive director of the Commission for the Deaf or his/her designee shall be a nonvoting member of the board.

(2) The members shall be appointed by the governor with the advice and consent of the senate from a list of recommendations from the commission. The board shall elect from its membership a chairperson and a secretary. A quorum of the board shall consist of three (3) of its members.

(3) The board shall meet as often as necessary, but not less than two (2) times per year.

(4) The mission of the Board for Certification of Interpreters, with the approval of the commission, is to protect the citizens of the state through the certification of interpreters, thus evaluating their competence to practice. In addition, the board wishes to increase the pool of interpreters, maintain the quality of interpreting services and establish clear standards of professionalism in the profession.

(A) The board will attempt to achieve this goal through prescribing the qualifications for each of the several levels of permit or certification based on proficiency and shall evaluate interpreters using such qualifications.

(5) The public may obtain information, make submissions or direct requests to the board or commission by communications in writing or phoning the Missouri Commission for the Deaf.

(A) All public records of the board shall be open for inspection and copying by the general public during normal business hours, except for those records closed pursuant to section 610.021, RSMo. All public meetings of the board and commission, not closed pursuant to the provisions of section 610.021, RSMo, shall be open to any member of the public.

(B) The board appoints the coordinator as the custodian of its records. The coordinator is responsible for the maintenance of the board's records and is responsible for responding to requests for access to public records.

(C) The board shall maintain a record containing copies of all written requests for access to records and responses to these requests. Requests shall be maintained on file with the board for a period of one (1) year and will be maintained as a public record of the board open for inspection by any member of the general public during regular business hours. Requests for copies of records may be performed by the staff for a fee. See 5 CSR 100-200.150 Fees.

(D) All records kept in the office of the commission, under the authority of Chapter 209, RSMo shall be open to public inspection under such regulations as the commission may prescribe, provided that records compiled in connection with the investigation of a complaint against an interpreter which could result in discipline of the certification or compiled for the purpose of processing applications for certification, are deemed to be confidential and therefore not subject to inspection by the public.

(E) It shall be improper for a board member or commissioner to discuss with any person, except members of the board, commission, commission's staff, committee, committee's staff or counsel for any of these agencies, any matter which is confidential, including one of a disciplinary nature which is pending before the Missouri Commission for the Deaf or the Administrative Hearing Commission.

(6) Individuals wishing to participate in board meetings should contact the Missouri Commission for the Deaf.

AUTHORITY: sections 209.287 and 209.292, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997.*

**Original authority 1994.*

**5 CSR 100-200.030 Missouri Interpreter
Certification System**

PURPOSE: This rule describes the certification test to be utilized by the Board for Certification of Interpreters, as the only certifying authority in the state of Missouri.

(1) The commission authorizes the Board for Certification of Interpreters to purchase or

develop interpreting materials to be utilized as the most appropriate testing materials for certifying interpreters.

(2) By the authority established in sections 209.287 and 209.292(2), RSMo, the Board for Certification of Interpreters is the only certifying authority in the state of Missouri.

(3) After January 30, 1997, no entity, private or public, other than the board has the authority to examine, evaluate and/or issue certification or permit in the state of Missouri for the life of this rule.

(4) The Missouri Interpreter Certification System has two (2) components—a written examination and a performance evaluation. A passing score on the written exam is required before advancing to the performance evaluation.

(A) The written examination consists of—

1. Knowledge of general interpreting procedures and situations;
2. Knowledge of issues/situations facing interpreters;
3. Knowledge of Ethical Rules of Conduct; and
4. Knowledge of issues pertaining to deaf individuals.

(B) The performance evaluation is the measurement tool utilized to analyze the applicant's ability to interpret from spoken English to sign language and from sign language to spoken English, transliterate from spoken English into any one of several English-related or English-oriented varieties of manual communication and back to spoken English for communication between deaf and hearing people.

1. The certification and permit levels granted by the Missouri Interpreter Certification System through evaluation are Provisional Interpreter Permit, Apprentice Interpreter Permit, Intermediate Interpreter Certification, Advanced Interpreter Certification and Comprehensive Interpreter Certification. More information regarding these levels may be found in 5 CSR 100-200.120. Other permits granted by the board include Temporary Permit to Interpret and Intern/Practicum Interpreter Permit.

AUTHORITY: sections 209.292(II), 209.295(8) and 209.305, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997.*

**Original authority 1994.*



5 CSR 100-200.040 Restricted Permit in Education

PURPOSE: This rule outlines how individuals may be granted a Restricted Permit in Education for elementary and secondary school settings.

(1) The Restricted Permit in Education shall be based on the applicant's ability to meet the minimum standard equivalent to the Intermediate certification level in interpreting from spoken English to sign language and from sign language to spoken English or transliterating from spoken English into any one of the several English-related or English-oriented varieties of manual communication and back to spoken English for communication in elementary and secondary school settings.

(2) The permit is permanent provided there are no violations of certification and licensure laws and rules established by the board and committee.

(A) If an applicant is required to be retested, the permit may be granted or withdrawn.

(3) The board may grant a Temporary Restricted Permit in Education in emergency situations as determined on a case-by-case basis.

(A) Only a school district may request the Temporary Restricted Permit in Education.

(B) Temporary Restricted Permit in Education is good for the remainder of the academic year and is not renewable.

*AUTHORITY: sections 209.292(1) and 209.295(1) and (3), RSMo (1994). * Original rule filed May 14, 1997, effective Dec. 30, 1997. Amended: Filed Oct. 21, 1997, effective April 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.050 Application for Missouri Interpreter Certification

PURPOSE: This rule provides specific instructions to applicants regarding certification or permit application.

(1) To be eligible for the Missouri Interpreter Certification System, each applicant must—

(A) Be eighteen (18) years of age or older; and

(B) Hold a high school diploma or its equivalent.

(2) Application for certification or permit must be completed on a form developed by

the Board for Certification of Interpreters. Applications may be obtained by writing to the Missouri Commission for the Deaf.

(A) Applicant must meet eligibility requirements for the Missouri Interpreter Certification System.

(B) Applicants not meeting the eligibility requirements will be informed by letter of denial. The denial letter will outline, with as much specificity as practicable, the reason(s) for denial.

(3) An application must be properly completed with notary signature and submitted with fee in order to be considered for the certification or permit process.

(4) The completed application must clearly describe applicant's intent to be examined, to be evaluated, to obtain Temporary Interpreting Permit, to obtain Intern/Practicum Interpreting Permit or Grandfather.

(A) Applicants electing to be evaluated will be informed by letter of date, time and location of written examination. Written evaluation will be waived for individuals requesting reevaluation.

(B) Applicants must include all documents, supporting materials and/or official transcripts with the application and will be informed by letter of the next available date, time and location of written examination, if applicable.

(C) Applicants will be informed by letter within thirty (30) days.

(5) Applicants not available for the written examination within twelve (12) months of the application date will forfeit their application and fee.

(A) Applicants will have to reapply as outlined above and submit the new application along with a fee.

*AUTHORITY: section 209.295(1), RSMo (1994). * Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.060 Written Examination

PURPOSE: This rule specifically outlines the process involved in the written examination.

(1) The form, content, method of administration, passing standards and schedule of written examination shall be determined by the board and the date and place of examination

shall be announced as far in advance as is practicable.

(2) The written examination shall be offered at proctor sites throughout the state of Missouri as often as feasibly possible, but no less than two (2) times a year.

(3) The applicant will be notified of the date, time, and place of the written examination by letter no less than three (3) weeks prior to the examination day.

(A) The applicant shall submit the written examination fee prior to taking the examination.

(B) Applicants failing to appear for a scheduled written examination without prior notice, except in emergencies, will forfeit their application and fee.

(4) The applicant will be notified of the written examination results by letter within thirty (30) days.

(A) The applicant must have a passing score on the written examination in order to qualify for the performance evaluation.

(5) An applicant unable to obtain a passing score on the written examination must refrain from retesting for a period of six (6) months.

(A) The applicant may reapply for the written examination by filing an application along with the application fee on or after the six (6)-month period.

*AUTHORITY: sections 209.292(1) and 209.295(8), RSMo 1994. * Original rule June 20, 1996, effective Jan. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.070 Performance Evaluation

PURPOSE: This rule provides information in relation to the performance evaluation.

(1) The form, content, method of administration, passing standards and schedule of the performance evaluation shall be determined by the board, and the date and place of the evaluation shall be announced as far in advance as is practicable.

(2) The Board for Certification of Interpreters will offer performance evaluations as often as the need arises, but not less than twice a year.

(3) The performance evaluation will be offered by the Board for Certification of Interpreters.

(4) The applicant will be notified as to the date and time of the performance evaluation

by letter no less than four (4) weeks prior to the day of the performance evaluation.

(5) The applicant shall submit the performance evaluation fee postmarked three (3) weeks prior to the day of the performance evaluation.

(A) If no fee is received, the applicant scheduled for the performance evaluation will lose the slot in the testing rotation.

(B) Failure to appear for a scheduled performance evaluation without prior notice, except in emergencies, will result in forfeiture of the fee.

(6) When an evaluation slot becomes available, the next applicant will be notified immediately by letter or phone. The applicant will have the opportunity to appear for the performance evaluation.

(A) The applicant shall submit the performance evaluation fee as soon as possible prior to the evaluation.

(7) The evaluators will inform the applicant of his/her score after the evaluation.

(A) The applicant will be notified of the permit or certification level granted.

(B) The applicant will be given feedback regarding strengths and weaknesses as assessed by the evaluation team.

(8) A wallet-sized certificate or permit bearing the commission executive director's signature will be issued in conjunction with the level granted by the evaluation team within thirty (30) days.

(A) A wall certificate may be issued based on the applicant's preference upon payment of the appropriate fee.

(9) If the applicant is unable to obtain the minimum score for certification or permit, no certification or permit will be issued.

(A) The applicant must refrain from further evaluations for a period of six (6) months.

(10) The applicant may reapply for the performance evaluation by filing an application along with the application fee on or after the six (6)-month period. The written examination will be waived.

(A) The applicant shall be notified of the next available evaluation slot as outlined in this rule.

AUTHORITY: sections 209.295(8) and 209.299, RSMo 1994. Original rule June 20, 1996, effective Jan. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.085 Intern/Practicum Student Interpreting Permit Eligibility

PURPOSE: This rule outlines the criteria necessary to obtain a permit for intern/practicum students currently enrolled in an accredited interpreter training program.

(1) For the purpose of this rule, the terms intern and practicum student are used interchangeably to signify a student interpreter.

(2) The Intern/Practicum Interpreting Permit will be granted to the applicant upon verification of registration in an interpreting practicum or internship course.

(3) The program director/coordinator is responsible to notify the board regarding the effective start and end dates of the permit.

(4) If the requirements of sections (2) and (3) are met, the applicant submits the appropriate fee in order to obtain an Intern/Practicum Interpreting Permit.

(5) The intern/practicum student will follow the established guidelines and requirements of the Interpreter Training Program.

(6) Should the student withdraw or be denied in the course for any reason, the program director/coordinator is responsible to notify the board to have the student's permit withdrawn.

AUTHORITY: sections 209.295(8) and 209.297(2), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.090 Temporary Interpreting Permit Eligibility

PURPOSE: This rule is for applicants who apply for a Temporary Interpreter Permit pending evaluation.

(1) The Temporary Interpreter Permit will be granted to the applicant who passed the written examination but cannot be scheduled for the performance evaluation within thirty (30) days and has one (1) or more of the following criteria:

(A) Proof of completion of core courses in an Interpreter Training Program or a degree from an Interpreter Training Program; or

(B) Proof of six hundred (600) hours of interpreting experience (for example: school district, referral agency, employer or income tax return).

(2) If the requirements of section (1) above are met, the applicant submits the appropriate fee in order to obtain a Temporary Interpreter Permit.

(3) The applicant not meeting the criteria listed above will be denied a Temporary Interpreter Permit. The letter of denial will outline, with as much specificity as practicable, the reason(s) for denial.

(A) The applicant not meeting the eligibility requirement(s) listed above must take a performance evaluation and have a minimum passing score in order to be granted a Comprehensive Interpreter Certification, Advanced Interpreter Certification, Intermediate Interpreter Certification, Apprentice Interpreter Permit or Provisional Interpreter Permit.

(4) Applicants unable to achieve the minimum passing score on the written examination should refer to 5 CSR 100-200.060.

(5) Temporary Interpreter Permit will indicate the effective dates.

(6) On and after December 31, 1999, an individual who failed the performance evaluation will not be eligible for a temporary permit.

AUTHORITY: sections 209.295(8), 209.297(2) and 209.309, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.100 Conversion Procedure

PURPOSE: This rule provides specific instruction to applicants regarding conversion procedures.

(1) Individuals having certification granted by another certifying entity other than the Missouri Interpreter Certification System may apply for conversion.

(2) The applicant shall comply with the rule established in 5 CSR 100-200.050 for application procedures.

(3) Application shall include a copy of current and unexpired certification that shows a level, category or ranking of skill, signed authorization for release of information form, application, and conversion fees.

(4) Authorization for release of information must include the contact person, address, and



phone number of the certifying entity in order for the board to obtain—

- (A) Evaluation results;
- (B) Passing criteria;
- (C) Relevant statutes, codes, and policies concerning the applicable certification; and
- (D) Description of testing materials, including:

- 1. Pass/fail, levels, single level or dual level certification;
- 2. Minimum passing score or minimum passing scores for each level;
- 3. Composition of evaluators or evaluation team;
- 4. Assessment of receptive and expressive skills in areas of interpreting and transliterating; and
- 5. Scoring or rating method.

(5) Conversion into the appropriate permit/certification of the Missouri Interpreter Certification System shall be based on a comparison of the evaluation systems. The information received from the certifying entity's evaluation system as outlined in section (4) of the applicable certification will be compared with the Missouri Interpreter Certification System. The applicant for conversion may be granted lower, similar, or higher permit or certification than in the previous certifying entity as a result of the comparison.

(6) A permit or certification may be denied due to incompatibility of evaluation system or insufficient information from applicant or certifying entity as outlined in section (3) and (4) of this rule. The applicant will then be notified to take the written and performance examinations.

AUTHORITY: sections 209.292(9) and 209.295(3) and (4), RSMo 1994. Original rule filed April 17, 1998, effective Nov. 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.110 Grandfather Clause

PURPOSE: This rule is designed to honor other currently held national and state issued certificates held by a person living or employed in Missouri.

(1) The certification requirement of section 209.302, RSMo shall be waived for those persons living or employed in Missouri who have a current certification issued through a state or national certifying entity.

(2) Pursuant to an agreement with the Registry of Interpreters for the Deaf, the following levels will be grandfathered into the Missouri Interpreter Certification System:

CSC, CI and CT	Comprehensive
IC and TC, CI or CT	Advanced
IC or TC	Intermediate

(3) Interpreters holding certification in a multi-tier single number system will be granted a certification based on the equivalent level held.

(4) Interpreters holding certification in multi-tier dual number system will be grandfathered at the highest level held.

(5) The grandfathering clause certificate does not assure an interpreter can provide the maximum interpreting service required by 5 CSR 100-200.170 Requisite Skill Level.

(6) All applications must be postmarked on or before July 1, 1998, and all applicable fees must be paid. Documentation should include a copy of current certification explaining level or category of skill. All other requirements of 5 CSR 100-200.050 must be satisfied.

(7) This rule shall expire on July 2, 1998.

AUTHORITY: section 209.292(9), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.120 Certification Validation

PURPOSE: This rule outlines the time period each permit/certification level is valid.

(1) The Missouri Interpreter Certification Standard shall be based on the testing materials utilized and the permit or certification shall be granted as established by this rule.

(2) Provisional.

(A) The permit is valid for one (1) year with possibility of a one (1)-year extension.

(B) The Provisional permit holder must be reevaluated within one (1) year of the issuance date.

- 1. The holder will be notified of the date and time of the performance evaluation by letter no less than four (4) weeks prior to the day of the performance evaluation.

2. The performance fee must be submitted three (3) weeks prior to the day of the performance evaluation.

3. The failure to appear for a scheduled performance evaluation without prior notice, except in emergencies, will not be granted a one (1)-year extension and will result in forfeiture of the fee unless the individual meets the following criteria:

- A. Applies for permit reinstatement with the appropriate fee;
- B. Provides evidence of Interpreter Certification Maintenance with the payment of the appropriate fee;
- C. Is evaluated and submits payment of the appropriate fee; and
- D. Individuals have up to thirty (30) days prior to the expiration of permit to be considered for an extension.

(C) If the holder advances, a new certification or permit will be issued with the new level.

(D) If the holder fails to advance above the Provisional level, a new permit will be granted as a one (1)-year extension of the Provisional Interpreter Permit.

(E) The Provisional Interpreter Permit holder with an extension must be evaluated by the end of the extension period and the procedures listed above will apply.

(F) The Provisional Interpreter Permit holder with an extension must advance above the Provisional level at the end of the extension period.

1. If the holder fails to advance above the Provisional level, the holder is not granted certification and must refrain from any testing for a period of six (6) months.

A. At the end of the six (6)-month period, the former Provisional Interpreter Permit holder may reapply for certification, beginning with the application form.

(3) Apprentice.

(A) The Apprentice Interpreter Permit is valid for two (2) years with the possibility of a two (2)-year extension.

(B) The Apprentice Interpreter Permit holder must be evaluated within two (2) years of the issuance date.

1. The holder will be notified of the date and time of the performance evaluation by letter no less than four (4) weeks prior to the day of the performance evaluation.

2. The performance fee must be submitted three (3) weeks prior to the day of the performance evaluation.

3. The failure to appear for a scheduled performance evaluation without prior notice, except in emergencies, will not be granted a

two (2)-year extension and will result in forfeiture of the fee, unless they meet the following criteria:

A. Apply for permit or certification reinstatement with the appropriate fee;

B. Provide evidence of Interpreter Certification Maintenance with payment of the appropriate fee; and

C. Evaluation with the appropriate fee.

4. Individuals meeting the above requirements will be granted a two (2)-year extension.

5. Individuals have up to thirty (30) days prior to the expiration of certification to be considered for an extension.

(C) If the holder advances, a new certification will be issued with a new level.

(D) If the holder fails to advance above the Apprentice level, a new certification will be granted as a two (2)-year extension Apprentice Interpreter Permit.

(E) The Apprentice Interpreter Permit holder with an extension must be evaluated by the end of the extension period and the procedures listed above will apply.

(F) The Apprentice Interpreter Permit holder within the extension period must advance above the Apprentice level at the end of the extension period.

1. If the holder fails to advance above the Apprentice level, the holder is not granted certification and must refrain from any testing for a period of six (6) months.

A. At the end of six (6)-month period, the former Apprentice Interpreter Permit holder may reapply for certification, beginning with the application form.

(4) Intermediate.

(A) Permanent provided there are no violations of certification and licensure laws and rules established by the board and committee.

(B) If applicant volunteers to be reevaluated, a higher level or the same level previously held will be issued.

(C) If applicant is required to be reevaluated, a higher level, a lower level or the same level previously held or no level will be issued.

(5) Advanced.

(A) Permanent provided there are no violations of certification and licensure laws and rules established by the board and committee.

(B) If applicant volunteers to be reevaluated, a higher level or the same level previously held will be issued.

(C) If applicant is required to be reevaluated, a higher level, a lower level or the same level previously held or no level will be issued.

(6) Comprehensive.

(A) Permanent provided there are no violations of certification and licensure laws and rules established by the board and committee.

(B) If applicant is required to be retested, a lower level or the same level previously held or no level will be issued.

(7) Reevaluation. The interpreter can volunteer to be reevaluated in an attempt to obtain a higher certification level.

(A) The interpreter must apply by submitting an application outlined in 5 CSR 100-200.050 electing to be reevaluated along with the application fee.

(B) The interpreter will be notified of time and date of performance evaluation four (4) weeks prior to the date of evaluation.

(C) A performance evaluation fee must be submitted three (3) weeks prior to the date of the performance evaluation.

(D) Failure to appear for a scheduled performance evaluation without prior notice, except in emergencies, will result in forfeiture of the fee.

(8) The interpreter will be notified by mail of the time and date of the performance evaluation four (4) weeks prior to the date of evaluation.

(9) The performance evaluation may result in confirmation or a higher level of permit or certification.

AUTHORITY: sections 209.287, 209.292 and 209.309, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.130 Permit/Certification Maintenance (PCM)

PURPOSE: This rule details the minimum requirements for permit/certification maintenance.

(1) A continuing education program for interpreters involves studies having prior approval from the board to fulfill the requirements for certification maintenance and eligibility for annual licensure in Missouri. This may include seminars, lectures, conferences, workshops, extension study, correspondence courses, teaching, self-study and other methods which may be approved by the board. Such studies must be interpreting-related.

(A) Programs may provide for evaluation methods to assure satisfactory completion by participants.

(B) The person(s) responsible for the delivery or content of the program shall be qualified, as determined by the board, in the subject matter by education, experience and expertise.

(C) Presentations or maintenance programs offering interpreter certification maintenance units may be approved through any of the following methods:

1. Those offered by an accredited Interpreter Training Program will be recognized by the board and accepted as meeting the requirements of continuing education for certification maintenance and licensure as an interpreter in Missouri;

2. The board may approve continuing education programs other than Interpreter Training Programs meeting the following criteria prior to the event:

A. Application must be submitted not less than one (1) month prior to the event. Applications received less than one (1) month in advance cannot be guaranteed notification of approval.

B. Application to the board for this approval shall be made on and in accordance with forms developed by the board. The application shall require detailed information relating to administration and organization, teaching staff, education content and development, methods of delivery, length of education activities, targeted skill level of interpreters, facilities and evaluation;

3. Any interpreter whose primary responsibility is not the education of interpreters who leads, instructs or lectures to groups of interpreters or others on interpreting-related topics in organized continuing education or in-service programs shall be granted interpreter certification maintenance units for the time expended during actual presentation upon adequate documentation to the board. Application for approval shall be made on and in accordance with forms approved by the board. Approval will be granted using procedures in section (2) and submitted to the board. Permit certification maintenance units for the same presentation in the same town will be allowed only once during a year;

4. Any interpreter whose responsibility is the education of interpreters shall be granted continuing education credit only for time expended in leading, instructing, or lecturing to groups of interpreters or others on interpreting-related topics in an organized continuing education or in-service program outside his/her formal responsibilities in a learning institution. Approval will be requested using procedures in section (2) and submitted to the board. Credit for the same presentation in same town will be allowed only once during a year; and

5. Credit will be given for undergraduate or graduate studies in any regionally accredited interpreting educational institution of higher learning. Satisfactory proof of course completion, as required by the board, must be submitted in order for credit to be granted. The following hourly equivalents will be used by the board in assessing credits:

- 3 college credit hours = 10 contact hours;
- 2 college credit hours = 6 contact hours;
- and
- 1 college credit hour = 3 contact hours.

(2) One (1) hour is equivalent to one-tenth (0.1) unit of continuing education.

(3) The board adopts the policy of one and two-tenths (1.2) permit/certification maintenance (PCM) units required for certification or permit maintenance and eligibility for annual licensure. Hours earned in another state will be accepted by the board provided the hours acquired can be certified.

(4) The proof of completion of continuing education requirements shall be submitted by applicants along with the PCM form, permit/certification maintenance fee and—

- (A) Certificate of completion;
- (B) A letter stating date of attendance and program; or
- (C) Transcript.

(5) The PCM form along with proper documentation and fee shall be submitted annually on or before ninety (90) days prior to licensing deadline.

(A) Failure to submit PCM form, proper documentation, and fee by the ninety (90) days PCM deadline will result in the permit/certification becoming invalid. The State Committee of Interpreters will be notified of the candidates' permit/certification that are invalid.

1. The applicant may apply for reinstatement by submitting PCM form along with the proper documentation, processing fee, and the reinstatement fee.

(6) The board will review and verify the PCM form and documentation. Upon requirement approval, the board will notify the State Committee of Interpreters for license renewal.

(A) If the PCM requirements are not met, the board will not forward the candidate's name to the committee. The candidate will not be eligible for license renewal and the candidate's certification is no longer current or valid.

(7) The board may elect to audit any interpreter to assess the authenticity and validity of contact hours submitted.

(8) Providers will give evaluation forms to participants to be submitted with final reports.

(9) The board will recognize the earned permit/certification maintenance in the areas listed. PCM credit shall not be limited to these areas—

- (A) Culture.
 - 1. Sociolinguistics.
 - 2. Deaf culture.
 - 3. American culture.
 - 4. Multi-culture.
 - 5. Cross-culture.
 - 6. Contextualization;
- (B) Skills Development.
 - 1. Receptive skill development.
 - 2. Expressive skill development.
 - 3. American sign language (ASL) skills (grammar, syntax, etc.).
 - 4. English skills (grammar, syntax, etc.);
- (C) Trends/Issues in the Interpreting Profession.
 - 1. Any current issues relating to the profession.
 - 2. Theories of interpreting.
 - 3. Ethical Rules of Conduct;
- (D) Specialized Skills.
 - 1. Legal setting.
 - 2. Medical setting.
 - 3. Mental health setting.
 - 4. Educational setting.
 - 5. Performing arts setting.
 - 6. Rehabilitation setting.
 - 7. Governmental setting.
 - 8. Technical setting.
 - 9. Deaf/Blind interpreting.
 - 10. Oral interpreting.
 - 11. Minimal language skills (MLS) interpreting.
 - 12. Communication mode; and
- (E) Instruction.
 - 1. Independent study.
 - 2. Presenting a workshop.
 - 3. Mentorship (mentor/mentee).
 - 4. College credit coursework.

AUTHORITY: sections 209.292(10) and 209.295(6), RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.140 Name and Address Change

PURPOSE: This rule outlines the procedure for notifying the commission of any changes in name or address.

(1) An interpreter who holds a permit/certification shall ensure that the Commission for the Deaf has the current legal name and address.

(2) An interpreter whose name is legally changed shall inform the commission within thirty (30) days of the name change and provide a copy of the appropriate document verifying the name change.

(3) An interpreter whose address has changed shall inform the commission of the address change within thirty (30) days of the effective date of change.

AUTHORITY: section 209.295(1) and (8), RSMo 1994. Original rule filed April 17, 1998, effective Nov. 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.150 Fees

PURPOSE: The following schedule outlines the fees necessary for the various certification requirements.

(1) The following fees are established by the Missouri Commission for the Deaf:

(A) Application Fee	\$10.00
(B) Written Examination Fee	\$25.00
(C) Performance Evaluation Fee	\$90.00
(D) Conversion Fee	\$90.00
(E) Grandfather Clause Fee	\$90.00
(F) Temporary Interpreter Permit Fee	\$10.00
(G) Reinstatement Fee	\$50.00
(H) Late Fee	\$30.00
(I) PCM Processing Fee	\$10.00
(J) Duplicate Fee	\$ 5.00
(K) Wall Certification Fee	\$10.00
(L) Photocopies/Printouts Fee (per page)	\$ 0.25
(M) Contested Certification or Permit Fee	\$70.00
(N) Internship/Practicum Permit to Interpret Fee	\$10.00.

(2) Payment must be made in the form of cashier's check or money order. No personal checks will be accepted.

(3) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or

by the Administrative Hearing Commission, the remaining provisions of this rule shall remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.

AUTHORITY: sections 209.292(7), 209.295(2) and 209.311, RSMo 1994. Original rule filed June 20, 1996, effective Jan. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.170 Requisite Skill Levels

PURPOSE: This rule outlines the necessary minimum skill level of interpreters for various interpreting situations.

(1) Interpreters can only practice in the areas specified below according to his/her permit/certification level.

(2) Interpreter will accept, refuse or withdraw assignments based upon his/her experience, capability and permit/certification level.

(3) Interpreters shall prove their permit/certification level with license to practice upon request of any consumer through certification and licensure documentation.

(4) This list is developed to protect the health, welfare and safety of consumers. This list is not intended to be all-inclusive regarding potential interpreting assignments. The major areas listed give both consumers and interpreters the skill level necessary to perform in various settings. Should questionable areas of practice arise, contact the Missouri Commission for the Deaf.

(5) Legal Setting	Minimum Permit/ Certification Required
(A) Criminal (Felony)	Comprehensive
1. Arraignment	
2. Post Bond	
3. Pre-Trial Release	
4. Attorney Conference	
5. Judicial Proceedings	
6. Courtroom	
7. Deposition	
8. Testimony	
9. Grand Jury	
10. Jury Duty	
(B) Criminal (Misdemeanor)	Advanced
1. Arraignment	
2. Post Bond	
3. Pre-Trial Release	

4. Attorney Conference	
5. Judicial Proceedings	
6. Courtroom	
7. Deposition	
8. Testimony	
9. Grand Jury	
10. Jury Duty	
(C) Civil (Minor)	Advanced
1. Traffic Court	
2. Small Claims Court	
3. Attorney Conference	
4. Civil Court Proceedings	
5. Noncontested Divorce	
6. Wills and Trusts	
(D) Civil (Major)	Advanced
1. Attorney Conference	
2. Civil Court Proceedings	
3. Lawsuit	
4. Contested Divorce	
5. Peace Bond/Restraining Order	
6. Contested Wills and Trusts	
7. Bankruptcy	
(E) Juvenile Court and Family Court	Comprehensive
1. Child Abuse/Welfare	
2. Child Adoption	
3. Child Custody	
4. Termination of Parental Rights	
5. Crimes by Children Under Age 17	
(F) Legal Consultation/Advice	Advanced
1. Any consultation given by an attorney	
(G) Law Enforcement	Comprehensive
1. Arrest and Process	
2. Post Bond	
3. Confession	
4. Interrogation	
5. Investigation	
6. Witness Interview	
7. Crisis Intervention	
(H) Law Enforcement Education Programs	Intermediate
1. Any program that promotes safety, protection, and prevention by the federal, state, county or local law enforcement agencies.	
(I) Correctional	Advanced
1. Probation/Parole Meeting	
2. Disciplinary Hearing	
3. Parole Hearing	
4. Inmate Evaluation/Assessment	
(J) Correctional Education/ Rehabilitation Programs	Intermediate
1. Any program for educating or rehabilitation of inmates in a correctional system.	
(6) Medical Setting	Minimum Permit/ Certification Required
(A) Medical (Routine)	Advanced
1. Offices and Clinics of Doctors of Medicine	
2. Offices and Clinics of Dentists	

3. Offices and Clinics of Chiropractors	
4. Offices and Clinics of Optometrists	
5. Offices and Clinics of Audiologists/Speech Pathologists	
6. Offices and Clinics of Dietitians/ Nutritionists	
7. Visiting Health Care Provider (nurse, doctor, therapist)	
8. Hospital (Nonthreatening)	
(B) Medical (Serious)	Comprehensive
1. Emergency Room	
2. Any complicated surgery and medical procedure	
3. Life-threatening health problem	
4. Obstetrics	
(C) Nursing and Personal Care Facilities	Intermediate
1. Convalescent homes	
2. Nursing homes	
3. Home Health Care services	
4. Hospice	
(D) Community Health Education	Apprentice
1. Any self-help program relating to health and/or well-being.	
2. Any programs or activities in the community for the public, offered by hospitals/clinics and private medical organization that promotes health and well-being.	
(7) Mental Health Setting	Minimum Permit/ Certification Required
(A) Mental Health (Clinical—Routine)	Advanced
1. Offices and Clinics of Psychiatric Social Workers	
2. Office and Clinics of Psychiatrists	
3. Offices and Clinics of Psychologists	
4. Offices and Clinics of Psychotherapists	
5. Offices and Clinics of Counselors	
(B) Mental Health (Nonclinical—Routine)	Intermediate
1. Alcoholics Anonymous Program	
2. Narcotics Anonymous Program	
3. Any 12-Step Program and Self-Help Program relating to mental health and/or well-being	
4. Treatment Planning Meeting	
5. Residential Care Facility	
6. Group Home	
(C) Mental Health (Serious)	Comprehensive
1. Mental Hospitals	
2. Psychiatric Hospitals	
3. Psychiatric Units within Hospitals	
4. Crisis Intervention	
(D) Transition Service	Apprentice
1. Independent Living Skills	
2. Job Coaching	



<p>(8) Education Setting</p> <p>(A) Academic 1. Elementary and Secondary Schools 2. Colleges, Universities and Professional Schools 3. Junior Colleges and Technical Institutes 4. Continuing Education 5. Adult Basic Education</p> <p>(B) Educational Assessment 1. Psychological Testing 2. Language Testing 3. Developmental Testing 4. Intelligence Testing 5. Any types of educational diagnostics or evaluations</p> <p>(C) Educational Conferences 1. Individualized Education Plan Conference 2. Parent/Teacher Conference 3. Parent/School Administrator Conference</p> <p>(D) Professional Development 1. Conferences 2. Seminars 3. Workshops 4. Training</p> <p>(E) Community Education 1. Any programs or activities offered by schools/colleges/universities in the community that promote learning.</p>	<p>Minimum Permit/Certification Required Intermediate</p> <p>Intermediate</p> <p>Intermediate</p> <p>Intermediate</p> <p>Apprentice</p>	<p>(D) Major Loans (E) Insurance (F) Retirement (G) Tax Preparation</p> <p>(11) Government Setting (Federal, State, City, County)</p> <p>(A) Public Meeting 1. Agency/Board/Commission/Council meeting 2. Legislative Assembly 3. Individuals Meeting with Public Official</p> <p>(B) Administrative Proceedings/Hearings (Nonlegal) 1. Filing Complaint 2. Investigation 3. Testimony 4. Hearing 5. Appeal 6. Audit</p> <p>(C) Social Services 1. Any Division of Youth Services activities 2. Any Division of Family Services</p> <p>(D) Benefits/Services 1. Food Stamps 2. Drivers License Testing 3. Voter Registration 4. Welfare 5. Social Security 6. Unemployment Benefits 7. Medicare/Medicaid 8. Any type of benefits or services offered by the government.</p> <p>(E) Recreational/Education Programs Provisional 1. Federal and State Parks 2. Missouri history 3. Conservation 4. National resources 5. Energy Saver 6. Environment 7. Natural Disaster Awareness 8. Public Awareness 9. Recreational activities 10. Any programs or activities offered by the public entities that increase the public's awareness in government, safety, health, economic, appreciation, protection, etc.</p>	<p>Minimum Permit/Certification Required Intermediate</p> <p>Advanced</p> <p>Apprentice</p> <p>Advanced</p> <p>Apprentice</p>	<p>(B) Performing Arts (Unrehearsed) 1. Theaters 2. Concerts 3. Comedy Shows 4. Magic Shows 5. Any type of stage performances</p> <p>(C) Social Activities 1. Festivals 2. Fairs 3. Sport Leagues 4. Sight-Seeing Tours 5. Rodeos 6. Circus 7. Recitals 8. Carnivals 9. Amusement Parks 10. Camps 11. Any type of activities for entertainment purposes only</p> <p>(13) Provisional Interpreter Permit (A) This permit holder can work in the following areas: 1. Governmental Setting—Recreational/Education Programs 2. Entertainment Setting—Performing Arts (Rehearsed) 3. Entertainment Setting—Social Activities</p> <p>(B) The interpreter shall use professional judgment based on training and experience to accept assignments beyond what is listed above, however, not in the areas listed below. This permit holder shall not work in the following areas: 1. Legal Setting 2. Medical Setting 3. Mental Health Setting 4. Educational Setting 5. Employment Setting 6. Financial Setting 7. Governmental Setting—Public Meeting 8. Governmental Setting—Administrative Proceedings/Hearings (Nonlegal) 9. Governmental Setting—Social Services 10. Governmental Setting—Benefits/Services 11. Entertainment Setting—Performing Arts (Unrehearsed)</p>	<p>Apprentice</p> <p>Provisional</p>
<p>(9) Employment Setting</p> <p>(A) Vocational Training 1. Job Training 2. Job Coach 3. Vocational Counseling 4. Vocational Assessment 5. Any training/workshops promoting employment</p> <p>(B) Employment Maintenance 1. Staff meetings 2. Employee/Employer meetings 3. Safety Workshops 4. Training/Seminars/Workshops 5. Performance Appraisal 6. Union Meeting</p> <p>(C) Employment Actions 1. Interview 2. Hiring/Firing 3. Disciplinary</p>	<p>Minimum Permit/Certification Required Apprentice</p> <p>Intermediate</p> <p>Advanced</p>	<p>(12) Entertainment Setting</p> <p>(A) Performing Arts (Rehearsed) 1. Theaters 2. Concerts 3. Comedy Shows 4. Magic Shows 5. Any type of stage performances</p>	<p>Minimum Permit/Certification Required Provisional</p>	<p>(14) Apprentice Interpreter Permit (A) This permit holder can work in the following areas: 1. Medical Setting—Community Health Education 2. Mental Health Setting—Transition Service 3. Educational Setting—Community Education</p>	<p>Minimum Permit/Certification Required Intermediate</p>
<p>(10) Financial Setting</p> <p>(A) Real Estate (B) Credit Counseling (C) Repossession</p>	<p>Minimum Permit/Certification Required Intermediate</p>				

4. Employment Setting—Vocational Training
5. Governmental Setting—Benefits/Services
6. Governmental Setting—Recreational/Education Programs
7. Entertainment Setting—Performing Arts (Rehearsed)
8. Entertainment Setting—Performing Arts (Unrehearsed)
9. Entertainment Setting—Social Activities

(B) The interpreter shall use professional judgment based on training and experience to accept assignments beyond what is listed above, however, not in the areas listed below. This permit holder shall not work in the following areas:

1. Legal Setting
2. Medical Setting—Medical (Routine)
3. Medical Setting—Medical (Serious)
4. Medical Setting—Nursing and Personal Care Facilities
5. Mental Health Setting—Mental Health (Clinical—Routine)
6. Mental Health Setting—Mental Health (Nonclinical—Routine)
7. Mental Health Setting—Mental Health (Serious)
8. Educational Setting—Academic
9. Educational Setting—Educational Assessment
10. Educational Setting—Educational Conference
11. Educational Setting—Professional Development
12. Employment Setting—Employment Maintenance
13. Employment Setting—Employment Actions
14. Financial Setting
15. Governmental Setting—Public Meeting
16. Governmental Setting—Administrative Proceedings/Hearings (Nonlegal)
17. Governmental Setting—Social Services

(15) Intermediate Interpreter Certification

(A) This certificate holder can work in the following areas:

1. Legal Setting—Law Enforcement Education Programs
2. Legal Setting—Correctional Education/Rehabilitation Programs
3. Medical Setting—Nursing and Personal Care Facilities
4. Medical Setting—Community Health Education
5. Mental Health Setting—Mental Health (Nonclinical—Routine)

6. Mental Health Setting—Transition Service
7. Educational Setting
8. Employment Setting—Vocational Training
9. Employment Setting—Employment Maintenance
10. Financial Setting
11. Governmental Setting—Public Meeting
12. Governmental Setting—Benefits/Services
13. Governmental Setting—Recreational/Education Programs
14. Entertainment Setting

(B) The interpreter shall use professional judgment based on training and experience to accept assignments beyond what is listed above, however, not in the areas listed below. This certificate holder shall not work in the following areas:

1. Legal Setting—Criminal (Felony)
2. Legal Setting—Criminal (Misdemeanor)
3. Legal Setting—Civil (Major)
4. Legal Setting—Civil (Minor)
5. Legal Setting—Juvenile Court and Family Court
6. Legal Setting—Legal Consultation/Advice
7. Legal Setting—Law Enforcement
8. Legal Setting—Correctional
9. Medical Setting—Medical (Routine)
10. Medical Setting—Medical (Serious)
11. Mental Health Setting—Mental Health (Clinical—Routine)
12. Mental Health Setting—Mental Health (Serious)
13. Employment Setting—Employment Actions
14. Governmental Setting—Administrative Proceedings/Hearings (Nonlegal)
15. Governmental Setting—Social Services

(16) Advanced Interpreter Certification

(A) This certificate holder can work in the following areas:

1. Legal Setting—Criminal (Misdemeanor)
2. Legal Setting—Civil (Minor)
3. Legal Setting—Civil (Major)
4. Legal Setting—Legal Consultation/Advice
5. Legal Setting—Law Enforcement Education Program
6. Legal Setting—Correctional
7. Legal Setting—Correctional Education/Rehabilitation Programs
8. Medical Setting—Medical (Routine)
9. Medical Setting—Nursing and Personal Care Facilities

10. Medical Setting—Community Health Education
11. Mental Health Setting—Mental Health (Clinical—Routine)
12. Mental Health Setting—Mental Health (Nonclinical—Routine)
13. Mental Health Setting—Transition Service
14. Educational Setting
15. Employment Setting
16. Financial Setting
17. Governmental Setting
18. Entertainment Setting

(B) The interpreter shall use professional judgment based on training and experience to accept assignments beyond what is listed above, however, not in the areas listed below. This certificate holder shall not work in the following areas:

1. Legal Setting—Criminal (Felony)
2. Legal Setting—Juvenile Court and Family Court
3. Legal Setting—Law Enforcement
4. Medical Setting—Medical (Serious)
5. Mental Health Setting—Mental Health (Serious)

(17) Comprehensive Interpreter Certification

(A) The interpreter shall use professional judgment based on training and experience to accept assignments. This certificate holder can work in the following areas:

1. Legal Setting
2. Medical Setting
3. Mental Health Setting
4. Educational Setting
5. Employment Setting
6. Financial Setting
7. Governmental Setting
8. Entertainment Setting

AUTHORITY: sections 209.292(5) and 209.295(5) and (8), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997. Amended: Filed April 17, 1998, effective Nov. 30, 1998.*

**Original authority 1994.*

5 CSR 100-200.175 Mentorship

PURPOSE: This rule outlines how an interpreter may participate in an area above the skill level currently held by the mentee as prescribed in 5 CSR 100-200.170 Requisite Skill Level on the basis of a mentor relationship.

(1) For the purpose of this rule, a mentee interpreter may participate in assignments

outside of the prescribed Requisite Skill Level, 5 CSR 100-200.170 with a mentor interpreter complying with Requisite Skill Level, 5 CSR 100-200.170.

(2) A mentee shall be an interpreter who has a current license.

(A) The mentee shall revert the duties of the assignment to the mentor at his/her request.

(3) For the purpose of this rule, a mentor shall be an interpreter who has a current license, and an Intermediate, Advanced, or Comprehensive certification.

(A) The mentor must complete mentorship training as approved by the board.

(B) A mentor shall function as a guide and provide oversight to the mentee in an interpreting experience.

(C) The mentor must be present and is responsible for communication within the interpreting assignment.

(D) The mentor is not responsible for the actions and conduct of the mentee outside of the interpreting assignment.

AUTHORITY: sections 209.292(5) and 209.295(5) and (8), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.180 Grievance Procedure

PURPOSE: This rule outlines the grievance procedure for complaints against the evaluation process or decisions made by the board.

(1) The complainant must file a complaint in writing to the board, explaining his/her objection with as much specificity as possible within thirty (30) days after the postmarked notification of decision.

(A) The complaint may be filed by mail, or by other delivery to the office of the commission or by facsimile transmission followed by hard copy within ten (10) days of the transmission.

(B) The complaint shall be deemed filed on the date the commission office received the facsimile or hard copy, whichever occurs first.

(2) Upon receipt of the complaint, the coordinator shall contact the individual for any other necessary information.

(3) The board shall evaluate the complaint and make a determination based on the facts of the situation.

(A) A determination shall be mailed to the complainant within thirty (30) days of receipt of the complaint.

(B) Such notification shall inform the complainant of his/her right to appeal this decision to the commission.

(4) The individual may file an appeal in writing to the commission, explaining his/her objection with as much specificity as possible within thirty (30) days after the postmarked notification of decision.

(A) The complaint may be filed by mail, or by other delivery to the office of the commission or by facsimile transmission followed by hard copy within ten (10) days of the transmission.

(B) The complaint shall be deemed filed on the date the commission office received the facsimile or hard copy, whichever occurs first.

(5) Upon receipt of the appeal, the executive director shall contact the individual for any other necessary information.

(6) The commission shall evaluate the appeal and make a determination based on the facts of the situation.

(A) The determination shall be mailed to the individual within thirty (30) days of receipt of the appeal.

(B) Such notification shall inform the individual of his/her right to appeal this decision to the Administrative Hearing Commission.

(7) Appeals to the Administrative Hearing Commission must be filed within thirty (30) days after the date on which notification of the commission's decision was mailed to the individual.

(8) Information regarding this process will be kept confidential by the commission, commission staff and board.

(9) Individuals may file an appeal against evaluation results.

(A) A contested certification fee must be submitted along with the appeal.

(B) A new evaluation team shall evaluate the last videotaped performance.

1. If the evaluation results in a higher certification level, the fee will be refunded and a new certification will be awarded.

2. If the evaluation results in the same or lower certification level, the fee is not returned and the previous certification level is upheld.

AUTHORITY: section 209.295(8), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.200 Enforcement

PURPOSE: This rule establishes a grace period for compliance.

(1) As of July 1, 1998, individuals who practice interpreting must become certified or obtain a permit in the Missouri Interpreter Certification System. This can be accomplished through temporary permit, intern/practicum permit, grandfather clause, or evaluation.

(2) Individuals who practice interpreting are exempt from the Requisite Skill Levels established in 5 CSR 100-200.170 until July 1, 2003.

(3) Individuals involved in facilitating communication other than manual communication are exempt from sections 209.285–209.318, RSMo and the *Code of State Regulations* under Title 5, Division 100, Chapter 200, until such time that an evaluation can be implemented by the board. Modes exempt are—

- (A) Cued speech;
- (B) Oral interpreting;
- (C) Tadoma;
- (D) Amanubet; and
- (E) Alphabet printing.

(4) Any violation(s) of this rule can result in penalties as established by any statute or rule.

AUTHORITY: section 209.295(8), RSMo 1994. Original rule filed June 29, 1996, effective Jan. 30, 1997. Amended: Filed May 14, 1997, effective Dec. 30, 1997.*

**Original authority 1994.*

5 CSR 100-200.210 Reinstatement

PURPOSE: This rule establishes requirements for reinstatement of a permit or certification.

(1) The holder of a certification or permit issued under section 209.292, RSMo whose permit/certification has been suspended, revoked or become invalid due to failure to

comply with Permit/Certification Maintenance may apply for reinstatement of his/her permit or certification.

(2) The applicant must complete the necessary forms in order to be considered for reinstatement.

(A) A suspended permit/certification cannot apply until on or after the date suspension is lifted.

(3) The board will reinstate the permit or certification of any permit/certificate holder upon evidence to the board of the following:

(A) Completion of twelve (12) hours of Permit/Certification Maintenance training for every applicable year as set forth in 5 CSR 100-200.130; and

(B) Payment of all required fees and penalties, which have not been paid previously, for any periods during which interpreting was practiced in Missouri.

AUTHORITY: section 209.295(8), RSMo 1994. Original rule filed Nov. 27, 1996, effective July 30, 1997.*

**Original authority 1994.*