CALL TOLL FREE 1-866-903-3647

- When greeted by a coordinator, please provide the following information:
  1. **Cabinet: Education and Workforce Development**
  2. **Division: Office of Vocational Rehabilitation**
  3. **Caller's Name**

- Request the language needed, or ask for assistance in identifying the language.
- Hold momentarily while your interpreter is connected.
- The coordinator will inform you that the interpreter is now "on the line", and give you the interpreter's ID number.
- Explain the objective of the call to the interpreter. Then proceed by speaking directly to the non-English speaker in the first person.
  Example: "What is your name?" NOT "Ask her what her name is."
- Upon completion of the call, all parties should simply hang up. Your time will be automatically recorded.

Language Services associates

INTERPRETALK® telephone interpreting