

## Working with an Interpreter

Keep the following guidelines in mind when working with an interpreter:

- · Speak clearly.
- Speak in short, simple sentences.
- Look at and speak to the participant, not the interpreter.
- Listen carefully to participants.
- Watch for and respond to verbal cues.
- Use clarifying statements and questions to avoid misinterpretation.
- Ask the interpreter to use the participant's own words rather than paraphrasing.
- Ask the interpreter to avoid inserting or omitting any information.
- Ask the participant to repeat the general instructions or content of the discussion to ensure understanding.
- Avoidusingfamilymembers, especially children, as interpreters. This can lead to problems with breach of confidentiality and inappropriate paraphrasing.