

LICENSED COURT INTERPRETERS

Sanction Matrix

Under Texas Government Code Section 153.004, the Judicial Branch Certification Commission (Commission) may reprimand, deny, revoke, suspend, or refuse to renew a certification, registration, or license of a regulated persons, including licensed court interpreters, for a violation of applicable statutes, rules, and ethical standards, and/or orders issued by the director or Commission. The Commission may place on probation a person whose license is suspended and may require the person to: (1) report regularly to the Commission on matters that are the basis of the probation; (2) limit practice to areas prescribed by the Commission; or (3) continue or review professional education until the person attains a degree of skill satisfactory to the Commission in those areas that are the basis for the probation. Per Texas Government Code Sections 153.051-.052, the Commission is also authorized to issue administrative penalties for such violations in the maximum amount of \$500. Each day a violation continues or occurs is a separate violation for purposes of imposing an administrative penalty.

The Sanctions Matrix provides general guidelines for the Licensed Court Interpreters Complaint Review Committee (Committee) and the Commission for imposing sanctions and administrative penalties. The Commission and the Committee are not bound by the sanctions specified in this Sanctions Matrix. Upon a finding of mitigating or aggravating facts or circumstances, the Commission and Committee may deviate from these guidelines.

The sanction and/or administrative penalty may be based on:

- The seriousness of the violation, including the nature, circumstances, extent, and gravity of the violation;
- The threat to health or safety caused by the violation;
- Any previous violations;
- The amount necessary to deter a future violation;
- Whether the violator demonstrated good faith, including, when applicable, whether the violator made good faith efforts to correct the violation; and
- Any other matter that justice requires.

Violation	Section	Suggested Sanction for first violation
Interpreting with a basic designation before a municipal court of record	<i>Issuance of a License</i> Texas Government Code Section 157.101(d)(1)	Reprimand
Interpreting with a basic designation in a court in which the judge is acting as a magistrate	<i>Issuance of a License</i> Texas Government Code Section 157.101(d)(1)	Reprimand
Advertising, representing to be, or acting as a licensed court interpreter without the appropriate license	<i>Prohibited Acts</i> Texas Government Code Section 157.106	Reprimand to refuse to renew or approve court interpreter license if not licensed by the Commission as a court interpreter at the time the case is considered by the Commission Reprimand to revocation if licensed by the Commission as a court interpreter at the time the case is considered by the Commission
Failing to render a complete and accurate interpretation or sight translation, without omissions and embellishments	<i>Accuracy and Completeness</i> Code of Ethics 1	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to accurately and completely represent certifications, accreditations, training, education, and pertinent experience	<i>Representation of Qualifications</i> Code of Ethics 2	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission

Violation	Section	Suggested Sanction for first violation
Failing to be impartial and unbiased and failing to refrain from conduct that may give an appearance of bias	<i>Impartiality and Avoidance of Conflicts of Interest</i> Code of Ethics 3	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to immediately disclose to the court and all parties of any real, potential, or perceived conflicts of interest	<i>Impartiality and Avoidance of Conflicts of Interest</i> Code of Ethics 3	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Serving in both capacities in the same manner, as an attorney and interpreter	<i>Impartiality and Avoidance of Conflicts of Interest</i> Code of Ethics 3	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to act in a manner consistent with the dignity of the court and failing to be as unobtrusive as possible	<i>Professional Demeanor</i> Code of Ethics 4	Reprimand
Disclosing privileged or confidential communications or information acquired in the course of interpreting or preparing for interpretation, unless authorized by the court or by law	<i>Confidentiality</i> Code of Ethics 5	Reprimand

Violation	Section	Suggested Sanction for first violation
Failing to limit practice of interpreter by giving legal advice, expressing personal opinions to individuals being provided interpreting services, or engaging in any activities other than interpreting	<i>Scope of Practice</i> Code of Ethics 6	Reprimand
Failing to bring to the court's attention any circumstances or conditions that impede full compliance with any canons of the Code including, but not limited to: interpreter fatigue, inability to hear, or adequate knowledge of specialized terminology.	<i>Assessing and Reporting Impediments to Performance</i> Code of Ethics 7	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to decline assignments under conditions that make such compliance unattainable	<i>Assessing and Reporting Impediments to Performance</i> Code of Ethics 7	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to immediately convey a reservation to the Court when an interpreter has any reservation about his/her ability to satisfy the assignment competently	<i>Assessing and Reporting Impediments to Performance</i> Code of Ethics 7	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to report to the court any effort to influence or impede the performance of the interpreter's duty; compliance with any legal requirement, including any provisions of the Code; or any other official policy governing court interpreting	<i>Duty to Report Ethical Violations</i> Code of Ethics 8	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission

Violation	Section	Suggested Sanction for first violation
Failing to keep informed of all statutes, rules of courts, and policies of the judicial system that relate to the performance of the interpreter's professional duties	<i>Professional Development</i> Code of Ethics 9	Successful completion of a Commission-approved continuing education course as determined by the Court Interpreter Complaint Review Committee or Commission
Failing to respond to requests for information from the Commission or the Director pertaining to renewal of licensure; complaints alleging misconduct by the licensed court interpreter; and investigative inquiries by the Commission	<i>Responsibilities of a Regulated Person</i> Commission Rule 3.11(b)	Reprimand
Failing to respond to a request for information within the time prescribed in the request	<i>Responsibilities of a Regulated Person</i> Commission Rule 3.11(b)	Reprimand
Failing to provide the licensed court interpreter's name, business name, business address, home address, business and home telephone numbers, and fax number within 30 days of a change in contact information through the online licensing system	<i>Responsibilities of a Regulated Person</i> Commission Rule 3.11(b)	Reprimand
Failing to notify the Commission of a conviction or deferred adjudication of any offense within 14 days after the conviction or entry of the deferred adjudication	<i>Responsibilities of a Regulated Person</i> Commission Rule 3.11(c)	Reprimand and \$350 administrative penalty
Failing to include a license number on all official correspondence and on all contracts and invoices for court interpreter services	<i>Responsibilities of Licensed Court Interpreters</i> Commission Rule 9.5(a)	Reprimand
Failing to present a court interpreter license upon the request of a court or an officer of the court	<i>Responsibilities of Licensed Court Interpreters</i> Commission Rule 9.5(b)	Reprimand