



CCHI Criteria for Selecting Commissioners

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Commissioners are individuals who meet the experience detailed below and represent one of the following categories. Preference will be given to individuals who demonstrate the support of their employer or, for individuals who seek to represent an organization, receive the endorsement of that organization.

Each elected individual will serve a three-year term on the Commission, and may be re-elected for one additional term. Each individual is a voting member.

The Commission shall be comprised of members representing the following:

- a) Practicing interpreters, holders of the CoreCHI™ and CHI™ certifications respectively. Such individuals may have leadership experience working in national, state or regional non-profit healthcare interpreter associations.
- b) Expertise in community-based organizations that provide interpreting services to individuals with Limited English Proficiency (LEP) receiving healthcare services; leadership experience working in language companies that provide services in the healthcare field; or leadership experience within the trade association of language companies.
- c) Expertise working with consumers speaking languages of lesser diffusion and/or working with language access issues in rural communities.
- d) Direct provider of healthcare services, or a national association of healthcare providers.
- e) Educational institution with academic programs, with a focus in healthcare interpreting; expertise in developing national certification processes for interpreters or translators, preferably in the healthcare arena. This individual may be a practicing interpreter.
- f) One public member.

Requirements for all individuals serving as commissioners:

1. Consistent available time to execute Commissioner's work (in accordance with the position description)
2. Desire to participate on workgroups, and committees as needed, within the time limits set out by position descriptions.
3. Able and willing to comply with:
 - CCHI's Conflict of Interest Policy.
 - All requirements, all policies and procedures as stipulated in the CCHI bylaws and policies and procedures manual.

As a whole the Commission must include the following required experience:

1. A minimum of five years' experience working in the field of healthcare interpreting, including interpreting or managing interpreters, and health care.

2. Significant experience and/or contributions to the field in the areas of assessment, training, evaluation or certification of interpreters. Desired skills may include expertise in multiple areas such as languages of lesser diffusion; work in rural areas and so on.
3. Demonstrated meaningful professional relationships in the field of healthcare interpreting as evidenced by letters of recommendation, etc.
4. Demonstrated leadership in the field of healthcare interpreting and/or participation in expert advisory panels, groups or the like; has presented at conferences related to interpreting and/or translation, etc.
5. Demonstrated experience in coalition building.
6. Demonstrated experience in working in partnership.
7. Demonstrated support of a collaborative approach towards the development of an open, transparent, inclusive national certification program that serves the common good.

Requirements of the Public Member

As defined by NCCA Standards, the public or consumer member preferably should be a consumer or potential consumer of the certificant's skills or services. Such individual may be a member of a community of patients with LEP or have experience in the field of advocacy for language access for patients with LEP. Because the certification program may serve various public groups and/or interests, a rotating system may be established to ensure that these interests are fairly represented by the public or consumer member role over time.

The individual who is a public member can NOT be any of the following:

- a) A current or previous member of the profession, occupation, role, or specialty area encompassed by the certification program;
- b) A supervisor, manager, direct co-worker, or an employee or subordinate of individuals in the profession encompassed by the certification program;
- c) An employee of an individual certified by the certification program or of an employer of individuals in the profession encompassed by the certification program;
- d) A person who currently receives or within the last five years has received income from the profession encompassed by the certification program.

Functions of the public or consumer member:

- represent the public's, consumer's, or user's perspective and interest;
- bring new ideas and goals to the certification board to ensure the public's interest is valued;
- contribute an unbiased perspective;
- encourage consumer-oriented positions; and
- bring additional public accountability and responsiveness.