



# Wyoming Judicial Branch

## Language Interpreter Payment

### I. PAYMENT OF SIGN LANGUAGE INTERPRETERS AND OTHER LEP-RELATED SERVICES

**A. Compensation Rate for Language Interpreters.** Language Interpreters should be compensated at the following rate, where possible:

1. Professionally Certified: \$55/hr.
2. Registered: \$40/hr.
3. Qualified: \$25/hr.

The Language Interpreter's certification status and language availability in the judicial district and the state may require a higher compensation rate.

**B. Minimum Time Compensation.** Unless otherwise agreed to, Language Interpreters shall be paid a thirty (30) minute minimum. Language Interpreters shall be paid by the hour in thirty (30) minute increments. Time shall be determined by using the next highest thirty (30) minute increment (i.e., 2 hours 4 minutes equals 2 hours 30 minutes). This time shall include any pre-assignment prep time (i.e., remote interpretation) in which the court has requested of the Language Interpreter.

**C. Payment for Travel Time.** At the discretion of the court, a Language Interpreter may be paid the State of Wyoming's allowable mileage reimbursement rates or half the hourly Language Interpreter rate for travel time. In extraordinary circumstances, the Language Interpreter may be paid the full hourly Language Interpreter rate for travel when round-trip travel exceeds one hundred fifty (150) miles.

**D. Overnight Travel.** In the case of trials or hearings exceeding one (1) day duration, Language Interpreters may be compensated for food and lodging at the state rate when round-trip travel of one hundred twenty (120) miles or greater is required to secure the best qualified Language Interpreter. To receive reimbursement for food or lodging expenses, the Language Interpreter must receive written authorization from the court for the expenses. Reimbursement of allowed food and lodging expenses will be made only if itemized receipts are provided and expenses are within the allowable ranges as defined by the State of Wyoming fiscal procedures.

**E. Cancellation Policy.** A Language Interpreter whose assignment is cancelled within seventy-two (72) hours of the assigned start time shall be paid for the scheduled time up to a maximum of sixteen (16) hours as determined by the presiding judge in the cancelled matter. If the assignment is cancelled with more than seventy-two (72) hours' notice, the scheduling court shall not pay a cancellation fee.