

Interpreter Request

QuickStart Guide

The Interpreter Request allows a user to request an interpreter for any Party participating in the given Claim. The Form allows a user to request various types of interpreters for Claim Participants and can make requests for multiple interpreters on a single form.

1 Review the Form for accuracy

2 Click the plus icon to add an interpreter to your request. If 'Other' is chosen, the form will require you to enter in the reason.

▼ Claim Information

Claim Number: W201466

Claimant Name: John Doe

▼ Employer & Insurer

Employer	Insurer
ACTS RETIREMENT SERVICES INC	ARCH INDEMNITY INSURANCE COMPANY

Hearing Date:

Hearing Location:

Select + icon below to add the interpreter information. If needs to delete the information select the row and click on the trash icon.

▼ Interpreter Information

Requested Date	RequestedBy	Party needs interpreter service	Interpretation Type	Language Type	Dialect	Other Party Description	Other Language Type	Other Interpreter Request Description
10/04/2024	Devin Maxwell	Claimant	American Sign Language					
10/04/2024	Devin Maxwell	Witness	Foreign Language Interpreter	Spanish				

▼ Additional Comments

Please note if more than 1 witness requires the same language Interpretation (Max 500 Characters)

Add Interpreter Information

Interpretation Type: American Sign Language

Party Needing Interpreter Services: American Sign Language

Interpretation Type Dropdown

Add Interpreter Information

Interpretation Type: Foreign Language Interpreter

Language Type: Please select...

Language Dialect: Please select...

Party Needing Interpreter Services: Claimant

Interpretation Type Dropdown: Foreign Language

Add Interpreter Information

Interpretation Type: Other

Describe Other Interpretation(Max 200 Characters)

Party Needing Interpreter Services: Claimant

Interpretation Type Dropdown: "Other"

3 Enter any additional information relevant to your submission, ,if multiple witnesses require the same interpretation ,language, please note that here.

Keep the following in mind:
 - If your request is within 3 business days of hearing, must also notify the IPO office (410-864-5299) to cancel (CompHub will automatically warn you).

Interpreter Request

Canceling a Request

Canceling a an Interpreter Request is streamlined and can be done in under a minute. Simply specify the cancellation on the start form and select the Claims that no longer require an Interpreter.

Start New Action 🗑️ ✕

Claim Number: Advanced

▼ Results

Select	Claim Number	Claimant	Accident/OD Date	Claimant Attorney
<input checked="" type="checkbox"/>	W200475	Claimant Ch	10/06/2022	Attorney Ch

Select Interpreter Service: New Interpreter Request Cancel Interpreter Request

1 Select "Cancel Interpreter Request"

▼ Claim Information

Claim Number: W200475 Claimant Name: Claimant Ch

▼ Employer & Insurer

Employer	Insurer
AMGEN INC	AMERICAN COMPENSATION INSURANCE COMPANY

▼ Select an Interpreter Request to Cancel

Select	Case Number	Requested Date	Hearing Date	Hearing Location	Reservation Number	Interpretation Type	Interpreter Language	Dialect	Status
<input type="checkbox"/>	INR-7	01/19/2023	02/20/2023	Baltimore		Foreign Language Interpreter	Bengali		Submitted
<input checked="" type="checkbox"/>	INR-6	01/13/2023	02/20/2023	Baltimore	2023FL1010	Foreign Language Interpreter	Bengali		Assigned

Reason For Cancellation (Maximum 1000 Characters)

Is Weather Related Cancel:

2 Use the checkboxes to cancel an Interpreter Request or Requests. Provide a reason and if applicable, specify a Weather Related Cancel.