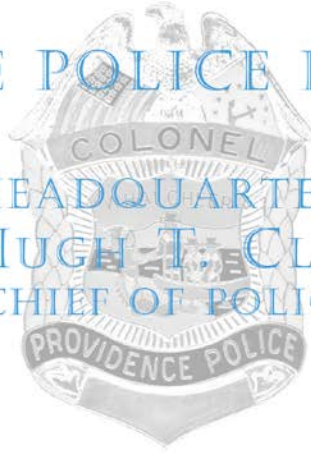


PROVIDENCE POLICE DEPARTMENT

HEADQUARTERS
COLONEL HUGH T. CLEMENTS, JR.
CHIEF OF POLICE



TYPE OF ORDER	NUMBER/SERIES	ISSUE DATE	EFFECTIVE DATE
General Order	400.02	2/13/2015	2/13/2015
SUBJECT TITLE		PREVIOUSLY ISSUED DATES	
Effective Communication with the Hearing Impaired		1/28/2013	
REFERENCE		RE-EVALUATION DATE	
CALEA 81.2.1		2/13/2017	
SUBJECT AREA		DISTRIBUTION	
Support Operations		All Personnel	

PURPOSE

The purpose of this policy is to outline the provisions that have been adopted by this Department in order to ensure that its members communicate effectively with people who have identified themselves as deaf or hard of hearing.

POLICY

People who identify themselves as deaf or hard of hearing are entitled to a level of service equivalent to that provided to others, and it is the policy of the Providence Police Department to ensure that a consistently high level of service is provided to all community members, including those who are deaf or hard of hearing. In order to carry out specific legal obligations established under the Americans with Disabilities Act and the Rehabilitation Act, the Department hereby instructs its members to act in accordance with this directive.

DISCUSSION

Effective communication with a person who is deaf or hard of hearing and who has been involved in an incident -- whether as a victim, witness, suspect, arrestee, or as someone who is otherwise connected to the situation -- is essential in ascertaining what actually occurred, the urgency of the matter, and the specifics of the situation.

Various types of communication aids, known as "auxiliary aids and services", are used to communicate with people who are deaf or hard of hearing. These include the use of gestures or visual aids to supplement oral communication; an exchange of written notes; use of a computer or typewriter; use of assistive listening devices (to amplify sound for persons who are hard of hearing); or use of qualified oral or sign language interpreters. The more lengthy, complex, and important the communication, the more

likely it is that a qualified interpreter will be required for effective communication with a person whose primary means of communication is sign language or speech reading. It must be stressed that, in all cases, auxiliary aids or services are to be provided free of charge.

The type of aid that will be required for effective communication will depend upon the individual's usual method of communication, and the nature, importance, and duration of the communication at issue. For example, if a member is conducting witness interviews, a qualified sign language interpreter may be required to communicate effectively with someone whose primary means of communication is sign language. If a person is asking a member for directions to a location, gestures and an exchange of written notes will likely be sufficient to communicate effectively and a sign language interpreter is often not required.

To serve each individual effectively, primary consideration should be given to the communication aid or service that works best for that person. Members must ask persons who are deaf or hard of hearing what type of auxiliary aid or service they need. Furthermore, members must defer to those expressed choices, unless there is another equally effective way of communicating, given the circumstances, length, complexity, and importance of the communication, as well as the communication skills of the person who is deaf or hard of hearing.

Unless otherwise stipulated within this directive, the Department is not required to provide a particular auxiliary aid or service if doing so would fundamentally alter the nature of the law enforcement activity in question, or if it would cause an undue administrative or financial burden. Only the Commissioner of Public Safety or the Chief of Police, or their designees, respectively, may make this determination.

The input of people who are deaf or hard of hearing and who are involved in incidents is just as important to the law enforcement process as the input of others. Members must not draw conclusions about incidents unless they fully understand -- and are fully understood by -- all persons involved, including those who are deaf or hard of hearing.

PROCEDURE

I. TYPES OF AUXILIARY AIDS AND SERVICES

- A. Members must utilize the following auxiliary aids as appropriate, when available or required, to communicate effectively:
 - 1. Use of gestures.
 - 2. Use of visual aids.
 - 3. Exchange of written notes.
 - 4. Use of computers.

5. Use of assistive listening devices.
6. Use of teletypewriters (TTY's).
7. Use of qualified, on-call, oral or sign language interpreters.

II. TTY AND RELAY SERVICES

- A. In situations when a non-disabled person would have access to a telephone, members must provide persons who are deaf or hard of hearing the opportunity to place calls using a text telephone (TTY, also known as a telecommunications device for deaf people, or TDD). Members must also accept telephone calls placed by persons who are deaf or hard of hearing through the Telecommunications Relay Service (TRS).
- B. The Public Safety Communications Center (PPSC) maintains the TRS line through which these types of communications may be sent and received. This service is available on a 24/7 basis.
- C. TTY/TDD devices that either have or shall be installed in Central Station and district substations shall be made available to persons who are deaf or hard of hearing either upon request whenever necessary.

III. ON-CALL INTERPRETER SERVICES

- A. The Department shall maintain a list of sign language and oral interpreting services that are available and on-call 24 hours per day in order to provide qualified interpreters as needed. Each of these services will be chosen after having been screened for the quality and skill of its interpreters, its reliability, and other factors. The Department shall update this list annually.
- B. A qualified sign language or oral interpreter is one who is able to interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary.
 1. Although a "qualified" interpreter may be certified, a certified interpreter is not necessarily "qualified," if he or she is not a good communications match for the deaf person (e.g., where the deaf person uses Signed English and the interpreter uses American Sign Language) or the situation (e.g., where the interpreter is unfamiliar with law enforcement vocabulary).
 2. Certification is not required in order for an interpreter to be "qualified."
- C. An interpreter must be able to sign to the deaf individual (or interpret orally to the person who does not use sign language) what is being said by the

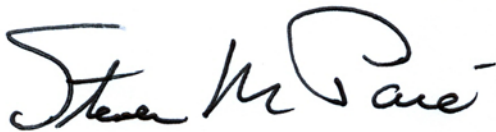
hearing person and to voice to the hearing person what is being signed or said by the deaf individual.

- D. The interpreter must be able to interpret in the language the deaf person uses (e.g., American Sign Language or Signed English) and must be familiar with law enforcement terms and phrases.
- E. Because a qualified interpreter must be able to interpret impartially, a family member, child, or friend of the individual who is deaf may not be qualified to render the necessary interpretation because of factors such as professional, emotional, or personal involvement, or considerations of confidentiality.

IV. TECHNIQUES FOR OFFICERS TO COMMUNICATE EFFECTIVELY

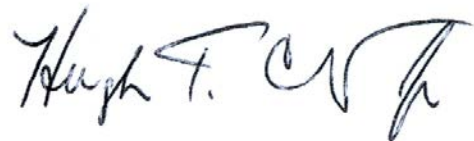
- A. Members must review and have a working knowledge of the "*Guide for Law Enforcement Officers When In Contact With People Who Are Deaf or Hard of Hearing*". This document reviews how members should communicate effectively in the various types of situations that they will encounter. These situations include:
 - 1. Issuing a noncriminal or motor vehicle citation.
 - 2. Communicating with a person who initiates contact with a member.
 - 3. Interviewing a victim or critical witness to an incident.
 - 4. Questioning a person who is a suspect in a crime.
 - 5. Making an arrest or taking a person into custody.
 - 6. Issuing Miranda Warnings to a person under arrest or in custody.
 - 7. Interrogating a person under arrest or in custody.

APPROVED:



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COMMISSIONER
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