**Staff Questionnaire – Interpreter – Unlicensed Facility (UF) Quarterly Health and Safety Visit**

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| **Interview Details** |  |
| Program Name: | Past and Current Position(s) at Program: |
| Level of Care: | Date/Time of Interview: |
| Full Name: | Interviewer: |

\*Note: Before beginning the interview and/or providing this questionnaire to staff, provide a brief introduction, including monitor role and purpose of monitoring visit, confidentiality of staff interview, and clarify any questions. See *Introduction Prompt for Staff* for additional guidance as needed. Questions in **bold** should be asked during the interview if possible. Other questions are optional prompts to assist the interviewer.

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|  | NOTES |
| **Please explain your role and responsibilities.**   * **In which language(s) do you provide translation or interpretation services?** |  |
| **What training were you provided when you started this position?**  **Are there any additional areas of training that you would find beneficial?** |  |
| **Describe how you collaborate with other teams (YCWs, CMs, etc.).**   * Do you have a clear understanding of your role in relation to other teams’ roles? |  |
| **Are interpretation/translation services consistently provided across different program areas? If not, please describe any additional needs.**   * What is the process for staff or UC to request interpretation services? |  |
| **Do you feel that you have the support and resources necessary to do your job?**   * How is your relationship with your supervisor? |  |
| **In which language(s) are interpreter/translation services provided?**  **Are there any UCs at the program who do not understand those languages? If so, how are they accommodated?** |  |
| **Do the services (i.e. case management, religious, education, etc.) provided here seem culturally appropriate? If not, how could they be improved?** |  |
| **Have you had any concerns about the treatment of UC in care? If so, please explain.** |  |
| **Do you have any additional concerns, recommendations, or suggestions?** |  |