COURT INTERPRETER DAILY ACTIVITY LOG

Interpreter Name: _____

Language: _____

If you interpret in more than one language, ID language in the "notes" column that cooresponds with the case number.

Court Location: _____

Assignment Date: _____

Status: ☐ Certified ☐ Registered ☐ Provisionally Qualified

Assignment #: _____

Session: ☐ Full Day ☐ AM ☐ PM

***No of Interpretations:** *If you interpret for more than one person: Count each person as an interpretation.*
If you interpret for multiple events on a single case: If the events occurred on the same docket or during the same hearing, count them together as one interpretation. If the events happened in different courtrooms, count each as one interpretation.

****Method:** *Select 'Remote' if you are outside the courtroom providing interpreter services using an audio and video platform (such as Zoom, MS Teams, Webex).*

Dept	Case Type	*No. of Interpretations	Case Number	Event Type (trial or non-trial)	Event Details (enter all event types for all services provided. A key for all event types are located below)				**Method (In-Person, Telephonic or Remote)	Notes
Total # of Interpretations:		0	Interpreter's Signature							

Codes and Definitions

Case Types

CH	Civil Harassment	DV	Domestic Violence	F	Felony	PG	Probate (Guardianship/Conservatorship)
CO	Civil (Other)	EA	Elder or Dependent Adult Abuse	I	Infraction	PO	Probate (Other)
DQ	Delinquency	FC	Family (Child Support)	MH	Mental Health	PA	Public Assistance (specify in *Notes*)
DP	Dependency	FO	Family (Other)	M	Misdemeanor	T	Traffic
DR	Drug Court	FT	Family (Termination of Parental Rights)	O	Other (specify in *Notes*)	UD	Unlawful Detainer
SM	Small Claims						

Event Details

A	Arraignment	DTH	Detention Hearing	M	Mediation	PH	Preliminary Hearing	S	Sentencing
C	Conference	H	Hearing (Other)	MHE	Mental Health Evaluation	PT	Pre-trial	STF	Sight Translation/Forms
CNT	Continuance	J	Judgment	OSC	Order to Show Cause	RO	Restraining Order	TRO	Temp. Restraining Order
DH	Default Hearing	JH	Jurisdiction Hearing	PG	Parent/Guardian	RH	Review Hearing	VW	Victim/Witness
DSV	Dismissed/Vacated	JJ	Jury/Juror	PL	Plea	SHC	Self Help Center	VOP	Violation of Probation

IN002
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