Hawaii Quality Assurance System
Continuing Education Program

The Hawaii Quality Assurance System (HQAS) Continuing Education Program applies to any interpreter with HQAS certification.

Interpreters shall maintain their skill levels, be informed of new developments, and increase knowledge and competency in the interpreting field through continuing education units (CEUs).

The continuing education program application fee to renew a credential is $100.00. The application and fee must be submitted to the Disability and Communication Access Board (DCAB) prior to accruing CEUs. CEUs accrued prior to the application postmarked by DCAB will not be honored. Extra CEUs credits can not be transferred to the next application.

First time test takers, upon passing the HQAS test, will have a credential issued that will expire on December 31 of the subsequent year, no matter the month the test score is completed. The CEU requirement is pro-rated to his or her HQAS credential before accruing continuing education units.

An HQAS interpreter who retakes his or her test during the middle of a CEU cycle and prior to the expiration of the current credential will receive a new credential to expire on December 31 of the subsequent year.

An HQAS interpreter credentialed at the time of the adoption of these rules may accrue CEUs pro-rated to his or her credential.

When the interpreter completes the required CEUs by December of the year the credential is to expire the new credential will become valid in January of the subsequent year.

Example of Pro-rated cycle

Month/Year of HQAS Credential Issued	New Credential Issued	CEUs required
January 2011 – March 2011	January 2013	3.0
April 2011 – June 2011	January 2013	2.5
July 2011 – September 2011	January 2013	2.0
October 2011 – March 2012	January 2013	1.5
April 2012 – June 2012	January 2013	1.0
July 2012 – September 2012	January 2013	0.5
October 2012 – December 2012	January 2013	0.0

RENEWAL PROCESS

One (1.0) CEU is equal to ten (10) hours of participation. Interpreters shall accrue 3.0 CEUs during the regular two-year cycle. A two-year cycle commences on January 1 of year one and ends on December 31 of year two (i.e., January 1, 2011 to December 31, 2012).

HQAS certified interpreters must submit a summary report or CEU tracking form of all workshops, conferences, etc., prior to attendance with the number of CEUs to earn during the two-year cycle. At the end of the two-year cycle, the summary form or CEU tracking form should be submitted to DCAB by November 30.

If the summary or CEU tracking form is incomplete, the interpreter has the month of December to complete the CEU requirements. After review, DCAB will issue a new credential card by January 1 valid for two years.

HQAS credentialed interpreters credentialed as of the effective date of the rules may accrue their CEUs prior to their expiration date and submit the form by November 30 of the expired year.