

CHAPTER 965
LICENSURE OF EMPLOYERS FOR SIGN LANGUAGE
INTERPRETERS AND TRANSLITERATORS

Chapter rescission date pursuant to Iowa Code section 17A.7: 7/2/30

481—965.1(154E) Definition. For the purpose of these rules, the following definition will apply:

“Employer” means an employer that employs a person to provide interpreting or transliterating services to the employer’s employees.

[ARC 9318C, IAB 5/28/25, effective 7/2/25]

481—965.2(154E) Requirements for licensure.

965.2(1) A person employed by an employer licensed pursuant to this chapter to provide interpreting or transliterating services to the employer’s employees is not required to be licensed pursuant to this chapter, but shall meet the requirements for licensure under Iowa Code section 154E.3. The interpreter will not interpret or transliterate prior to providing evidence of meeting licensure requirements to the employer.

965.2(2) The following criteria apply to licensure:

a. Employers will submit a completed online licensure application and pay the nonrefundable fee.
b. Employers will submit the following information pertaining to their employed interpreters or transliterators:

(1) First and last name.
(2) Address and telephone number.
(3) Proof of passing one of the examinations or proof of certification as outlined in 481—paragraph 961.2(1) “b.”

c. Employers will submit required information for new interpreters or transliterators to the board office within 30 days of hire.

d. Consumers will be provided information to file a complaint with the department of inspections, appeals, and licensing to address any concerns with sign language interpretation or transliteration provided.

[ARC 9318C, IAB 5/28/25, effective 7/2/25]

481—965.3(154E) License renewal.

965.3(1) The biennial license renewal period for a license will begin on July 1 of an odd-numbered year and end on June 30 of the next odd-numbered year. The licensee is responsible for renewing the license prior to its expiration.

965.3(2) A licensee who was issued a license within six months of the license renewal date will not be required to renew the license until the subsequent renewal date two years later.

965.3(3) A licensee applying for renewal will:

a. Provide attestation that the licensee’s employees providing interpreting or transliterating services meet the continuing education requirements as provided in 481—Chapter 962, and

b. Submit the completed renewal application and renewal fee.

965.3(4) A two-year license will be issued after the requirements of this rule are met. In the event the board receives adverse information on the renewal application, the board will issue the renewal license but may refer the adverse information for further consideration or disciplinary investigation.

965.3(5) Late renewal. The license will become late when the license has not been renewed by the expiration date on the renewal. The licensee will be assessed a late fee as specified in 481—subrule 507.18(4). To renew a late license, the licensee will complete the renewal requirements and submit the late fee within the grace period.

965.3(6) Inactive license. A licensee whose license is inactive continues to hold the privilege of licensure in Iowa but cannot practice until the license is reactivated.

[ARC 9318C, IAB 5/28/25, effective 7/2/25]

481—965.4(17A,147,272C) License reactivation. To apply for reactivation of an inactive license, a licensee needs to:

965.4(1) Submit a completed online licensure application and pay the nonrefundable fee, and

965.4(2) Submit the following information pertaining to the licensee's employed interpreters or transliterators:

a. First and last name.

b. Address and phone number.

c. Proof of passing one of the examinations or proof of certification as outlined in 481—paragraph 961.2(1) “*b.*”

[ARC 9318C, IAB 5/28/25, effective 7/2/25]

481—965.5(17A,147,272C) License reinstatement. A licensee whose license has been revoked, suspended, or voluntarily surrendered must apply for and receive board-approved reinstatement of the license and must apply for and be granted reactivation of the license prior to employing sign language interpreters or transliterators in this state.

[ARC 9318C, IAB 5/28/25, effective 7/2/25]

481—965.6(154E,272C) License discipline. The board may impose any of the disciplinary sanctions provided in Iowa Code section 272C.3 when the board determines that the licensee is guilty of any of the acts or offenses listed in 481—Chapter 504 or 481—Chapter 963.

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These rules are intended to implement Iowa Code chapter 154E.

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