



Language Access

DOCUMENTING CLIENT LANGUAGE & COMMUNICATION NEEDS IN HMIS

Three new fields are added to the program enrollment page within HMIS. Please complete the following fields for each new client program enrollment.

1. COMPLETE CLIENT PREFERRED LANGUAGE FIELD. Use “I speak” cards or contact an interpreter to identify the preferred language of the client.

CLIENT PREFERRED LANGUAGE

What is your preferred Language?

Select



2. COMPLETE THE INTERPRETATION AND TRANSLATION ASSISTANCE FIELD IN HMIS. Determine if the client needs an interpreter or translated documents.

INTERPRETATION AND TRANSLATION ASSISTANCE

Do you need interpretation or translation assistance? (For example: an interpreter or translated documents).

Select



3. COMPLETE THE COMMUNICATION ASSISTANCE NEEDS FIELD IN HMIS.

Determine if the client needs any other communication assistance, such as accommodations for a hearing or visual impairment.

COMMUNICATION ASSISTANCE NEEDS

Do you need communication assistance? (For example: a sign language interpreter or accommodations for a hearing or visual impairment.)

Select



If client reports needing any interpretation/translation assistance or communication assistance, complete the Client Language Access Needs Assessment in HMIS. See [Completing the Client Language Access Needs Assessment Quick Guide Reference](#).

For questions or concerns please email languageaccess@cafth.org.