10-1103

- (A) EACH STATE DEPARTMENT, AGENCY, OR PROGRAM <u>LISTED OR IDENTIFIED UNDER SUBSECTION (C) OF THIS SECTION</u> SHALL TAKE REASONABLE STEPS TO PROVIDE EQUAL ACCESS TO PUBLIC SERVICES $\overline{+0}$ FOR INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY.
- (B) <u>REASONABLE STEPS TO PROVIDE</u> EQUAL ACCESS SHALL BE ACHIEVED BY <u>TO PUBLIC SERVICES INCLUDE</u>:
- (1) THE PROVISION OF INTERPRETERS FOR PERSONS WHO CANNOT ADEQUATELY UNDERSTAND OR EXPRESS THEMSELVES IN SPOKEN ENGLISH ORAL LANGUAGE SERVICES FOR INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY:
- WHICH MUST BE THROUGH FACE-TO-FACE, IN-HOUSE ORAL LANGUAGE SERVICES IF CONTACT BETWEEN THE AGENCY AND INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY IS ON A WEEKLY OR MORE FREQUENT BASIS; OR
- (II) THROUGH TELEPHONE AND PRIVATE ORAL LANGUAGE SERVICES IF CONTACT BETWEEN THE AGENCY AND INDIVIDUALS WITH LIMITED ENGLISH PROFICIENCY IS ON A LESS FREQUENT THAN MONTHLY BASIS;
- (2) (I) THE TRANSLATION OF FORMS AND VITAL DOCUMENTS ORDINARILY PROVIDED TO THE PUBLIC INTO ANY LANGUAGE SPOKEN BY ANY LIMITED ENGLISH PROFICIENT POPULATION THAT CONSTITUTES 3% OF THE OVERALL POPULATION WITHIN THE GEOGRAPHIC AREA SERVED BY A LOCAL OFFICE OF A STATE DEPARTMENT, AGENCY, OR PROGRAM AS MEASURED BY THE UNITED STATES CENSUS; AND
- (II) PROVIDING THE THE PROVISION OF FORMS AND VITAL DOCUMENTS IN TRANSLATED UNDER ITEM (I) OF THIS PARAGRAPH ON A STATEWIDE BASIS TO ANY LOCAL OFFICE AS NECESSARY; AND
- (3) ANY ADDITIONAL METHODS OR MEANS NECESSARY TO ACHIEVE EQUAL ACCESS TO THE STATE PROGRAM PUBLIC SERVICES.
- (\mbox{C}) EACH STATE DEPARTMENT, ACENCY, OR PROGRAM SHALL ADOPT REGULATIONS IMPLEMENTING THE REQUIREMENTS OF THIS SUBTITLE BY MARCH 1, 2003.
- (C) (1) THE DEPARTMENT OF HUMAN RESOURCES, IN CONSULTATION WITH THE OFFICE OF THE ATTORNEY GENERAL, SHALL PROVIDE CENTRAL COORDINATION AND TECHNICAL ASSISTANCE TO PROGRAMS TO AID COMPLIANCE WITH THIS SUBTITLE;
- (2) (C) THE PROVISIONS OF THIS SUBTITLE SHALL BE FULLY IMPLEMENTED ACCORDING TO THE FOLLOWING SCHEDULE:
 - (I) ON OR BEFORE JULY 1, 2003, FULL IMPLEMENTATION BY:
 - 1. THE DEPARTMENT OF HUMAN RESOURCES: