

Language Testing and Certification

Maintaining Credentials

All Department of Social and Health Services interpreter and translator credentials expire after four years unless you submit all of the following to Language Testing and Certification before your expiration date:

1. **Verification of continuing education credits** – 20 credits in four years
 - 16 general credits
 - Four ethics credits, one per year. If you missed a deadline and can no longer submit four (one per year) by your expiration you must re-test. No exceptions.
2. **Signed Code of Conduct** – once every four years
 - Go to www.dshs.wa.gov/ltc
 - Click on [Signed Code of Conduct](#)
 - Follow instructions on that page
3. **Background check** – once every four years
 - Go to www.dshs.wa.gov/ltc
 - Click on [Background Check](#)
 - Follow instructions on that page

Use our [Continuing Education Tracking Tool](#) to see your status. There you will find your expiration date, your continuing education credits, and your signed code of conduct submissions.

Visit our [Continuing Education](#) page to find approved CE courses, links to free yearly ethics and general courses, instructions on submitting CE credits, and tips on how to use the CE tracking tool.

WWW.DSHS.WA.GOV/LTC