

# LTC Gateway is coming!

**What is it?** A new tracking system for DSHS credentialed interpreters and translators and certified bilingual DSHS staff.

**When will it happen?** It will go live in mid-November.

**What do you need to do?** Check the LTC Website [www.dshs.wa.gov/ltc](http://www.dshs.wa.gov/ltc) regularly for more information. Soon we will post a user's manual that will guide you through the steps on how to get connected to the new system. Look for this in mid-November.

**Who will use it?** All DSHS certified and authorized interpreters and translators and DSHS bilingual staff. Once testing resumes, test candidates will also need to create a profile prior to testing.

**What will interpreters/translators do on Gateway?** First, they will create a profile. Once the LTC team connects them to their current records, they will be able to update their profile information; submit continuing education credits; complete other renewal requirements; and print certificates.

**What will bilingual staff do on Gateway?** First, they will create a profile. Once the LTC team connects them to their current records, they will update profile information, including adding their DSHS employee ID number.

**How will people find interpreters?** The method for searching for certified and authorized interpreters and translators will not substantially change. You will be able to search from the regular [DSHS/LTC website](#) and/or from the LTC Gateway site using a tool very similar to the current one. You do not need to enter the Gateway through SAW to search for an interpreter.

**What about Continuing Education activity providers?** You will still email your applications to DSHS LTC using the process described at the bottom of the [Continuing Education Page](#). LTC will notify you through Gateway whether your application has been approved or denied.

**What about those who want to take a test?** LTC will post under [Latest News](#) when testing is set to resume. At that time, those who want to take a test, whether they have tested in the past or are new to testing, can request to create a profile on Gateway. More information on the process will be provided once testing is available.

**What about those who wish to search for LTC approved continuing education activities?** People will go to LTC Gateway home page and find the link to search for approved CE activities. You do not need to enter through SAW to search for CE activities.

**What should you do now?** There is nothing to do yet. Once the Gateway goes live, you can begin to use it. Until then, just keep checking the LTC website for updates. [www.dshs.wa.gov/ltc](http://www.dshs.wa.gov/ltc)

**Have any of the rules that apply to DSHS interpreters and translators changed?** No rules have changed. The renewal requirements are the same as are all other requirements. Please see [Washington Administrative Code Section 388-03](#) for more information.