- Communication Access Realtime Translation (CART) is an instant translation of the spoken word into English text using the same skills and equipment used in closed captioning. This text will appear on a laptop monitor for the hard-of-hearing client to view. The Americans with Disabilities Act specifically recognizes CART as an assistive technology which affords "effective communication access."
- CART requires a team effort from all participants; the instructor, the students, the CART provider, the educational entity, and the hearing impaired student. Full collaboration from all parties is imperative for successful CART.
- The CART provider will adhere to the National Court Reporters Association Code of Professional Ethics, which is similar to the Code of Ethics of American Sign language Interpreters. Ethical considerations include confidentiality, staying in role, and impartiality.
- The CART provider will sit directly next to the CART client. The CART provider will need to sit near the instructor in order to be able to hear him/her as best as possible. The CART provider will also need to sit within one extension cord's length of a power supply. While the extension cord may be covered with tape, please be sure to watch your step.
- The CART provider has extensive equipment and will need access to the classroom a minimum of 10 minutes before class starts. Please consider sometimes there is a class in the room the hour prior. If that class time runs over, it cuts into the 10 minute setup time for the CART provider. Speakers are asked to please wait until the CART provider's equipment is completely set up to begin addressing the class. CART offers full participation and communication access, but the CART provider must be completely set up in order to do so.
- The CART provider reserves the right to interrupt proceedings if the CART provider cannot hear. If the CART provider does not get it, neither does the student; and that is everyone's main goal.
- It is the client's responsibility to record all nonspoken information, such as material presented on the board or overhead.
- Attendance Policy: The CART Provider will arrive at class location at least 10 minutes prior to class time, will set up, and will wait for 15 minutes of actual class time, prepared to work. No translation is performed when the student is not present in the classroom. If student (or professor) does not arrive within this time frame, the provider will pack up as quickly and unobtrusively as possible and will leave the class.
- At times the CART provider will need a break. We ask you provide a 10 minute break every 60 minutes for classes lasting 2 hours or longer.