

Interpreter Flow

To Schedule Appointment

If necessary, utilize procedure below to schedule initial visit. Intern will follow instructions below and hand phone to Front Desk for appt. scheduling.

At Time of Appointment

Intern

1. Check out cordless phone from **Cashier**.
2. When ready:
 1. Press the **"Talk"** key and wait for the dial tone.
 2. Press **"8"** to get an outside line and listen for the dial tone.
 3. Dial **1-877-764-8111** and follow prompts to reach interpreter.
 4. Provide the Call Service Center with:
 - Language(s) needed.
 - Type of interpretation needed (Medical)
 - Account number: **26323**
 - Caller's **FIRST** and **LAST** name.
 - Call back number:
913-234-0701
3. Return phone to **Cashier** when patient encounter has concluded.