
C-Print Captionist Code of Ethics

All captionists must maintain high professional standards according to the Captionist Code of Ethics. The Code of Ethics is a guide for making appropriate decisions regarding the captionist's role, and all C-Print captionists should know and understand it.

1. The captionist will accurately represent the content of the material presented in the classroom or other captioning situations to the best of his or her ability. No personal opinions or advice may be interjected.

Captionists relay the meaning and intent of spoken content without elaboration or interpretation. This may be difficult, especially when you are knowledgeable or have strong feelings about the topic. However, the captionist role is to convey the speaker's ideas and opinions.

Remember, the captionist is an interpreter– not a participant.

2. The captionist will provide services only in settings for which he or she has adequate training and skill.

A captionist should only recommend or provide C-Print captioning when it is appropriate. For example, in a lab or field situation, where observing or doing is as important as spoken information, the client cannot be “tied” to a monitor. A sign-language interpreter is probably a better choice.

A captionist must also have the skill and qualifications to caption the event effectively. This could mean...

- The proficiency to keep up with the pace
 - Knowledge and vocabulary to accurately condense information around specialized topics
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3. The captionist will keep all assignment-related information confidential.

A captionist, like a lawyer, counselor, or any other professional providing service to an individual, does not share confidential information about the client or the client's business with others.

In the same way, the captionist does not discuss personal information about the client or proprietary information from the event.

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4. The captionist will attempt to facilitate communications between deaf/hard of hearing people and hearing people. When necessary, the form of the language may be modified, but the content of the message must be maintained.

At times, the captionist's role extends beyond the keyboard and the screen to helping the client communicate with others, for example by voicing questions from the Messaging Pane.

5. The captionist will behave in a professional manner, and abide by the policies and procedures of the agency being served.

As a professional, a captionist must work with the hiring organization by...

- Developing a working relationship with the primary contact
- Getting information about the client, location, and equipment in advance
- Arriving early to make introductions and set up equipment
- Complying with the accepted dress code

In addition, the C-Print captionist should be the expert on the system. The captionist must know how to connect external equipment, such as a client laptop or monitor, or arrange support to do this.

6. The captionist will strive to further knowledge and skills through participation in workshops or other continuing education situations.

Proficiency in C-Print requires practice. Beyond that, captionists should strive to extend their skills and maintain the professional standards as set forth in the Code of Ethics.

This might mean...

- Learning sign language
 - Becoming a specialist in a particular topic or subject
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