

## **NOTICE**

### **UNITED STATES COURT OF APPEALS FOR THE FOURTH CIRCUIT**

#### **GUIDELINES FOR PROVIDING SERVICES TO THE HEARING-IMPAIRED AND OTHER PERSONS WITH COMMUNICATION DISABILITIES**

##### **General Policy**

As adopted in September 1995, it is the policy of the Judicial Conference that all federal courts provide reasonable accommodations to persons with communications disabilities.

##### **Sign Language Interpreters and Other Auxiliary Aids and Services**

Each federal court shall provide, at judiciary expense, sign language interpreters or other appropriate auxiliary aids and services to participants in federal court proceedings who are deaf, hearing-impaired, or have other communications disabilities.

##### **Procedures**

Each court shall identify a specific office or individual(s) to serve as access coordinator from whom participants in court proceedings may request auxiliary aids or services.

The access coordinator for the Clerk's Office, United States Court of Appeals for the Fourth Circuit, in Richmond, Virginia, is the Chief Deputy Clerk. Inquiries should be directed to the Chief Deputy Clerk at 804-916-2700.