1. Dial 1-800-CALL-CLI (1-800-225-5254)
2. When the operator answers, tell them:
   • If you need a third-party dial-out
   • Your customer code is 692783
   • You are calling from InspireNola Charter Management System
     • The language you need
     • The name of School/Location
3. The operator will connect you promptly
Recommendations for Using a Telephone Interpreter

For Outbound Calls:
- If you need to reach a limited English proficient (LEP) individual at home or need a third-party dial-out, please first inform the CLI operator before the interpreter is connected.
- Once the interpreter is connected, you can tell the interpreter who to ask for (the LEP’s name).
- At this time, you can also tell the interpreter how to proceed if the call goes to voicemail and what message to leave, if desired.

For Inbound Calls:
- Explain to the LEP individual that all information is confidential and encourage questions.
- Speak clearly.
- Smile and be kind; this helps the LEP individual feel more comfortable.
- If face-to-face and multiple people are in the room, speak one at a time.
- Speak freely; all CLI interpreters are sworn to confidentiality, neutrality, and the Interpreter Code of Professional Ethics.
- Encourage the interpreter to clarify terms with you if necessary.