**Appendix 7**

**Limited English Proficient (LEP) Tools**

**“*I Speak*” Language Identification Card**

**“*I Speak*” Language Identification Card**

|  |  |  |
| --- | --- | --- |
| **Mark this Box if you speak…** | **Language Identification Chart** | **Language** |
|  | I speak English | English |
|  | Yo hablo español | Spanish |
|  | Kug has lug Moob | Hmong |
|  | 我說中文 | ChineseSimplified |
|  | E nói tiếng Việt | Vietnamese |
|  | 나는한국어를 | Korean |
|  | Marunong akong mag-Tagalog | Tagalog |
|  | Ich spreche Deutsch  | German |
|  | Я говорю по-русски | Russian |
|  | o magsalita ng Tagalog | Tagalog |
|  | मैं हिंदी बोलते हैं | Hindi |
|  | میں نے اردو بولتے ہیں | Urdu |

**Note: For additional languages visit the US Census Bureau website** [**https://www.lep.gov/ISpeakCards2004.pdf**](https://www.lep.gov/ISpeakCards2004.pdf)

**Log of LEP Encounters**

| **Date** | **Time** | **Language Spoken By Individual***(if available)* | **Name and Phone Number****of Individual***(if available)* | **Service Requested** | **Follow Up Required** | **Staff Member****Providing Assistance** | **Notes** |
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**Language Translation Request Log**

| **Date** | **Language Spoken By Individual***(if available)* | **Name and Phone Number****of Individual***(if available)* | **Service Requested** | **Follow Up Actions** **(Was Translation Services Provided?** | **Staff Member****Providing Assistance** | **Notes** |
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