

# Translation Policy & Volunteer Opportunity



This policy and volunteer opportunity is new and we welcome feedback on the requirements.

OpenHIE is an open, global community of people building an open framework to support nations as they develop health information exchanges (HIE) to improve patient care, public health, and resource management. We value sharing knowledge and building relationships to make HIE available to all. To facilitate global collaboration, we welcome contributions to translate the OpenHIE specification, documents, or web pages (i.e., impact stories, blog posts) in as many languages as possible. As a non-profit, we rely on the support of members and other parties to provide or fund unofficial translations that help countries adopt and implement the OpenHIE framework.

## Volunteer Translation Procedure

We invite you to volunteer or fund the translation of OpenHIE specifications, documents, or web pages into another language. You may work alone or together with others in the community. To begin:

- Select the resource you would like to translate. If you are uncertain the selected resource has already been translated into the desired language or the document is currently being translated, please consult the [Artifacts for Translation](#) list. This list also serves as a prioritized "wish list" for those who would like guidance on what the community may need translated.
- Contact us at [translate@ohie.org](mailto:translate@ohie.org), so we can coordinate, promote and provide support for your efforts.

*If you have already translated an OpenHIE document into another language, please contact us at [translate@ohie.org](mailto:translate@ohie.org), so we may direct others to your work and promote your contribution by posting it on our site or providing a link to yours.*

## Requirements for Volunteer Translations

Translators of OpenHIE resources must comply with the following requirements:

1. **Share with OpenHIE your intent to translate a document by emailing [translate@ohie.org](mailto:translate@ohie.org).**  
**Your notification should:**
  - a. be in English for OpenHIE tracking purposes;
  - b. include a proposed URL for the location of your translation and for any other project URLs related to the translated work;
  - c. provide a permanent contact address including email and phone; and
  - d. indicate that you have read the OpenHIE Translation Policy and that you agree to its terms.

2. **Translate the document. At the beginning of your translation, include the following disclaimer notice in both English and the language of your translation:**

"This translated document is provided by <YOUR NAME/ORGANIZATION> as an informational service to the global community. This is an unofficial, non-normative translation of the official document, <DOC NAME>, located at <OpenHIE URL>, OpenHIE only accepts voluntary contributions of content and documentation that are expressly licensed to OpenHIE under an approved creative commons license. This translation is published with acknowledgment of and in agreement with terms specified in the OpenHIE Translation Policy. Neither OpenHIE nor <YOUR NAME/ORGANIZATION> assume responsibility for any errors contained herein."

3. **Ensure that your document is a faithful translation of the OpenHIE document and that normative changes are not made to any part of the document including the status, contributors, or appendices.**
4. **Notify completion to [translate@ohie.org](mailto:translate@ohie.org), so we may direct others to and promote your work. Your notification should contain the URL where your translation is published and the following statement:**

"<YOUR NAME/ORGANIZATION> has translated <OpenHIE DOCUMENT> into <LANGUAGE> as a service to the community. This translation is publicly accessible at <URL>. <YOUR NAME/ORGANIZATION> has read the OpenHIE Translation Policy and agreed to its terms. We also agree to the redistribution terms of the OpenHIE creative commons licensing. We acknowledge that OpenHIE or other entities may republish this translation if it is done in compliance with the license terms. OpenHIE may rescind our right to publish or distribute the derivative work if OpenHIE finds that it leads to confusion regarding the original document's status or integrity. <YOUR NAME/ORGANIZATION> acknowledges that OpenHIE owns the copyright of any translations of OpenHIE copyrighted documents."

### Quick Links

- [Artifacts for Translation](#)
  - This is a prioritized list of OpenHIE resources that could benefit from being translated in order to reach our wider global community.
- **Email for all Translation Questions & Procedures:** [translate@ohie.org](mailto:translate@ohie.org)

*Attribution – derived from [OASIS Translation Policy](#)*