



Interpreter Resource Management Application Release Overview – 2024

Interpreter Resource Management Application (IRMA) - 2024

Table of Contents

About this Document	3
January Release	3
Assignment Type Continuous no longer an option	3
Travel Paid By Mileage	3
Booking Exception	4
Payment Rate Label Change	6
August Release	7
Travel Default Paid By Minutes for On-Site	7
Travel Time Logic Changes	7

Interpreter Resource Management Application (IRMA) - 2024

About this Document

This document contains detailed information about 2024 releases for the Interpreter Resource Management Application (IRMA).

January Release

Assignment Type Continuous no longer an option

Continuous option in the Assignment Type drop down on a Work Request is no longer available. Any work requests prior to this release that was Continuous will continue to display as is, and is not impacted by this change.

Travel Paid By Mileage

Work request travel paid by method will default to mileage. Schedulers may edit this to minutes if needed. Any work requests prior to this release with travel paid by minutes will continue to display as is, and is not impacted by this change.

/ DASHBOARD / WORK REQUESTS / TEST: RELEASE OVERVIEW WORK REQUEST
Test ID: 105035 Acholi Save Cancel

Release Overview Work Request

Work Request Profile

Work Request Status Reviewed	Work Request Court TEST COURT (Entire State)	Work Request Date 01/08/2024	Service Type Other Interpreting Service
Interpreter Work Location No Location - Remote Assignment	Interpreter Work Location Room	Start Time 01:00 pm	End Time 03:00 pm
Work Request Type Non-MNCIS Generated	Work Request Assignment Type Standard	Case Number Test	Confidential? <input type="radio"/> Yes <input checked="" type="radio"/> No
Work Request Location Type Remote	Remote <input type="checkbox"/> VRI <input type="checkbox"/> TRI	Case Type	Case Category
Reviewed By Test	Scheduled By	Case Title Release Overview Work Request	
Lunch Minutes 0	Language Acholi	Travel Paid By <input type="radio"/> Minutes <input checked="" type="radio"/> Mileage	

Hearing Information ▼
Parties Information ▼
Interpreter Information ▲

Save Cancel

Interpreter Resource Management Application (IRMA) - 2024

A new “Paid By” column was created to display whether the travel is paid by minutes or mileage. A new “Paid Mileage” column was added to display mileage, if any. These columns are available on the Work Request Billing Information Tab, Invoice, and Work Request Profile Travel Settings.

Expense Type	Date	Comments	Attachments	Paid By	Lunch Minutes	Calculated Minutes	Paid Minutes	Paid Mileage	Amount
Hearing	11/15/2023			Minutes	0.0	140.0	140.0	--	\$151.67
Travel	11/15/2023			Mileage	--	12.0	--	8.00	\$5.24
Travel	11/15/2023			Mileage	--	10.0	--	5.64	\$3.69
Grand Totals							140.0	13.64	\$160.60

Booking Exception

The “Set Booking Exception” button is available after an interpreter has been assigned on a work request. There's new button was created for when there is an anticipated time within a 2 hour period assigned work request that an interpreter will actually work.

Dashboard / WORK REQUESTS / TEST: RELEASE OVERVIEW WORK REQUEST

Test ID: 105035 Acholi Mon Jan 8, 1:00 PM - 3:00 PM, TEST COURT

Release Overview Work Request

Profile Offers (0) Billing Information Comments (0)

New
Reviewed
Pending
Assigned
In Progress
Signed Out
Edit Cancel Request

Work Request Profile

Work Request Status	Work Request Court	Work Location	Date/Time
Assigned	TEST COURT	Home	1/8/2024 01:00 PM - 03:00 PM
Work Request Type	Remote	Work Request Location Type	
Non-MNCIS Generated		Remote	
Service Type	Case Number	Case Type	Case Category
Other Interpreting Service	Test		
Assignment Type	Reviewed By	Scheduled By	Last Updated By
Standard	Test	Test	Test
Lunch Minutes	Travel Paid By		
0	Mileage		

Parties Information

Interpreter Information

Set Booking Exception
 Set Attendance
 Remove Interpreter
 Send Offer Closed Notification
 Send Assignment Notification

Interpreter Id	Interpreter Name	Highest Qualification Level	Billing Rate
7016	Test Inc.1	Off-Rostered	\$35.00 Per Hour
Qualification for Acholi	Remote	Sign In Code	Sign Out Code
Off Rostered		13265	23265
Attendance	Attendance Updated Datetime	Sign In Time	Sign Out Time
No			

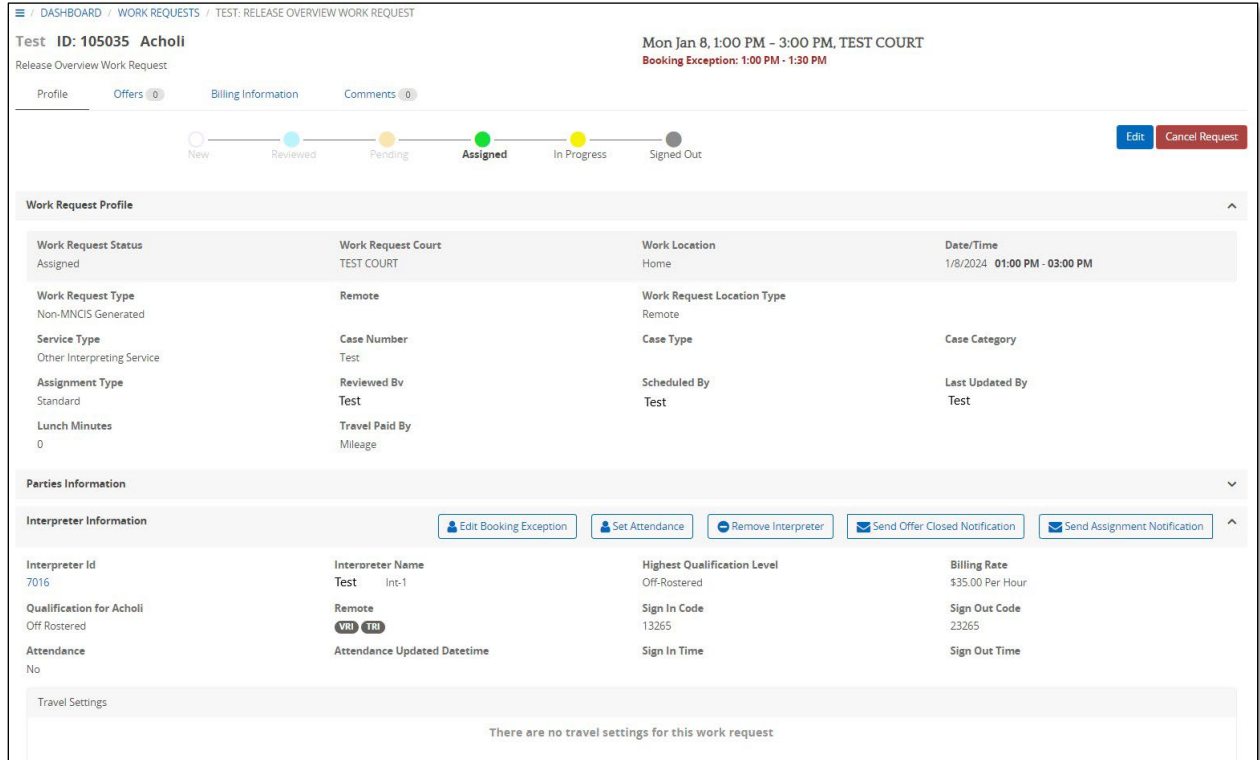
Travel Settings

There are no travel settings for this work request

Interpreter Work Request Schedule

Interpreter Resource Management Application (IRMA) - 2024

After a booking exception has been set, the booking exception details will display throughout IRMA for the Coordinator, Scheduler, Interpreter and Agency roles.



Test ID: 105035 Acholi Mon Jan 8, 1:00 PM - 3:00 PM, TEST COURT
Booking Exception: 1:00 PM - 1:30 PM

Release Overview Work Request

Profile Offers (0) Billing Information Comments (0)

New
 Reviewed
 Pending
 Assigned
 In Progress
 Signed Out
 [Edit](#) [Cancel Request](#)

Work Request Profile

Work Request Status Assigned	Work Request Court TEST COURT	Work Location Home	Date/Time 1/8/2024 01:00 PM - 03:00 PM
Work Request Type Non-MNCIS Generated	Remote	Work Request Location Type Remote	
Service Type Other Interpreting Service	Case Number Test	Case Type	Case Category
Assignment Type Standard	Reviewed By Test	Scheduled By Test	Last Updated By Test
Lunch Minutes 0	Travel Paid By Mileage		

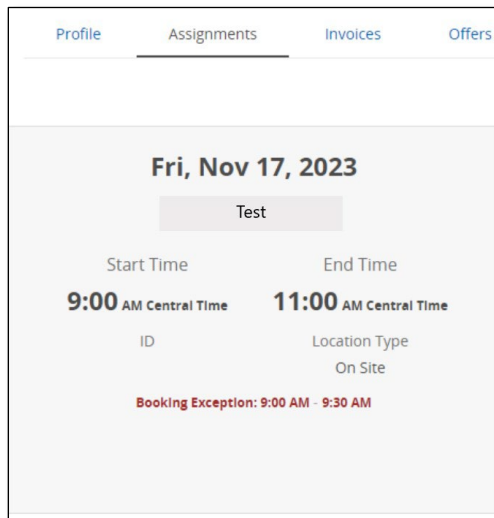
Parties Information

Interpreter Information
[Edit Booking Exception](#)
[Set Attendance](#)
[Remove Interpreter](#)
[Send Offer Closed Notification](#)
[Send Assignment Notification](#)

Interpreter Id 7016	Interpreter Name Test Int-1	Highest Qualification Level Off-Rostered	Billing Rate \$35.00 Per Hour
Qualification for Acholi Off Rostered	Remote VRD TRB	Sign In Code 13265	Sign Out Code 23265
Attendance No	Attendance Updated Datetime	Sign In Time	Sign Out Time

Travel Settings

There are no travel settings for this work request



Profile Assignments Invoices Offers

Fri, Nov 17, 2023

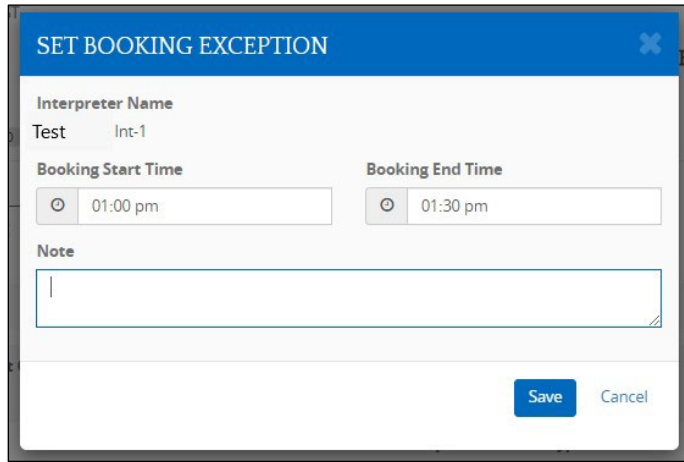
Test

Start Time	End Time
9:00 AM Central Time	11:00 AM Central Time
ID	Location Type
	On Site

Booking Exception: 9:00 AM - 9:30 AM

Interpreter Resource Management Application (IRMA) - 2024

An “Edit Booking Exception” button will be available. When selected, the scheduler may edit the booking exception.



Scheduling Specialists may send an assignment offer for the time not already booked. The Interpreter will display in the on-call queue during the remaining time period of the work request.

UnAssigned1 ID: 113020 Acholi Wed Oct 18, 2:00 PM - 2:30 PM, Anoka

UnAssigned1

Profile Offers (0) Comments (0)

Search by ID, Name, or County/Residence Selected Interpreters: 0 [Send Offer\(s\)](#) [Cancel](#)

Interpreters In Booking Exception List

WR ID	Interpreter	WR Time	Location Type	District	Court	Work Location	Affiliates
113019	MJB mjb.irma.interpreter.ROSTERED (6524), Non-Certified Rostered	Assignment: 1:00 PM - 3:00 PM Booking: 1:00 PM - 1:16 PM	On Site	District 10	Anoka	Anoka County Courthouse	WR: 113021 Assignment: 2:30 PM - 2:30 PM Location Type: On Site Remote WR: 113022 Assignment: 2:45 PM - 2:45 PM Location Type: On Site Remote
113023	mjb.mjb.irma.interpreter.unrostered (6519), Off-Rostered	Assignment: 12:30 PM - 2:30 PM Booking: 12:30 PM - 1:00 PM	Remote	District 10	Anoka		None

Payment Rate Label Change

The payment rate label was updated throughout IRMA from per minute to per hour and is visible to the Coordinator, Scheduler, Interpreter and Agency roles.

Test ID: 105035 Acholi

Release Overview Work Request

Profile Offers (0) Billing Information Comments (0)

Work Request Billing Information

Pay Rate	Interpreter Name
\$35.00 Per Hour	Test

Interpreter Resource Management Application (IRMA) - 2024

August Release

Travel Default Paid By Minutes for On-Site

On-Site work request defaulted back to travel paid by Minutes.

Travel Time Logic Changes

- Travel time over 35 miles will be paid at 75% of assigned interpreter's hourly rate.
- Travel time to on-site assignments is always paid if over 35 miles.
- Travel time from on-site assignments, if over 35 miles, is only paid if it exceeds the assignment time.