

The Catholic
Community of

St. John & Blessed Sacrament

*Extraordinary Minister
of Holy Communion*



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Opening Prayer

Lord, in your light we see light.
I thank you for calling me to serve
your holy people.

Shine in my heart and mind,
my words and actions.

Help me to be your light in the world.
Grant this through the One who is Light from Light:
Jesus Christ our Lord. Amen

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Act of Personal Commitment for Extraordinary Ministers of Holy Communion (Based on the Rite of Communion)

I remember with gratitude that I have been entrusted with ministering the Eucharist.

I have accepted the responsibility of being an example of Christian living in faith and conduct.

I acknowledge that the minister of Holy Communion requires me to be especially observant of the
Lord's command to love my neighbor.

I resolve to undertake the office of giving the Body and Blood of the Lord to my brothers and sisters
and so serve to build up the Church.

I resolve to minister the Holy Eucharist with the utmost care and reverence.

I ask almighty God, the Father, the Son and the Holy Spirit to bless me as I give the bread of life and
the cup of salvation to God's people, my brothers and sisters in the Lord.

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RESOURCES

Guidelines for Extraordinary Ministers of Holy Communion,
Diocese of Lansing, 1992.

Particular Norms for the Celebration and Distribution of Holy
Communion under both kinds for the Diocese of Lansing, online
2003.

Guidelines for Holy Communion for those who suffer from Celiac
Disease or Alcohol Intolerance and for those who minister to
them, 2005.

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Prayer and Discernment

Reflect on the Scriptures

Private Prayer

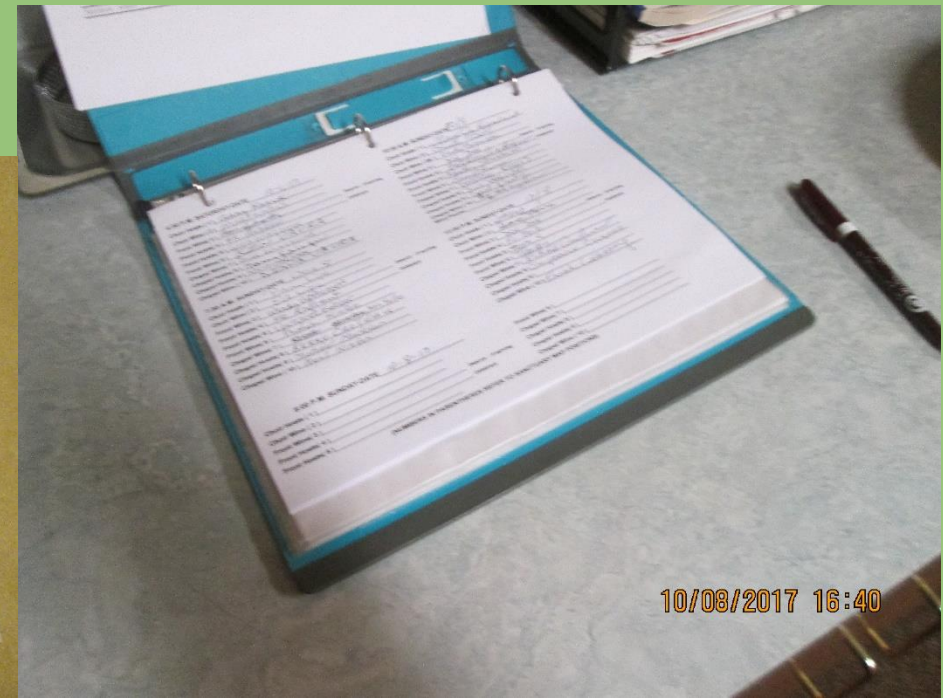
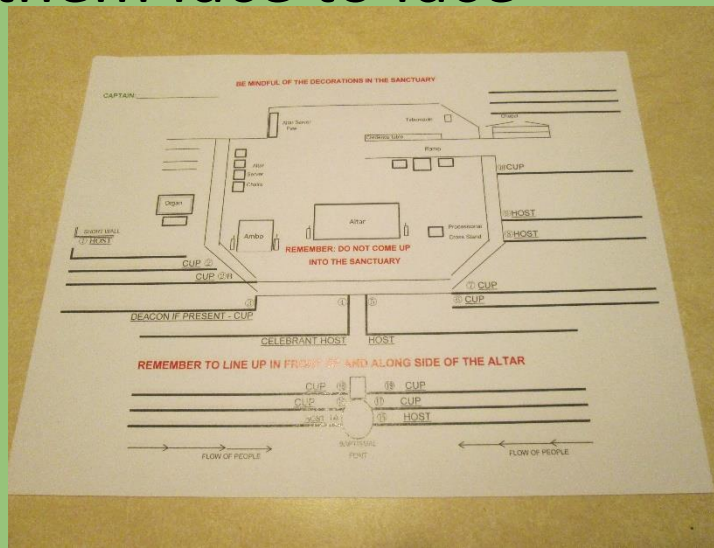
Eucharistic Adoration

Sacrament of Reconciliation

2 Year permission, renewable with continuing
formation and discernment

Before Mass

- Arrive 20 minutes before Mass and report to the sacristy to sign in and let the captain know you are present and to see if they need help setting up the sacred vessels, altar breads and wine.
- If you sign in early without physically seeing the captain, be sure that you check in with them face to face before mass.



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During Mass

- After the sign of peace, reverently approach the altar, use the hand sanitizer (pick up a linen purificator if you are a cup minister), then stand in line on the correct side of the altar. Please note that Christmas, Easter and Bereavement Mass and other occasions where there are more than the normal number of EMHCs', please line up on the floor in front of the steps of the sanctuary. (Every 10:00 Sunday Mass as well, when the choir is present)
- When lining up on the floor, stand back from the bottom of the sanctuary step. The celebrant needs room to walk on the carpet as he gives out communion to all the EMHCs'.



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During Mass

- Receive Holy Communion after bowing your head in reverence.
- Approach the priest or deacon for your vessel and proceed to your assigned position.
- The captain may assist the priest in distributing the sacred vessels when there is no extra priest or deacon.



Distributing Holy Communion

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- Communion should be given with reverence and welcoming.
Be truly present to each person and look at them (smile) when you say:
“The Body of Christ” or “The Blood of Christ.”
PLEASE USE ONLY THESE WORDS – no additions or substitutions.
There is no rush for we are here to serve.

Distributing Holy Communion

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- The Body of Christ
 - Hold the host just below eye level.
 - Make eye contact (smile) stating “The Body of Christ.”
 - Allow the communicant to bow or genuflect in reverence, (some will kneel) and respond “Amen.”



Distributing Holy Communion

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- If the Host is dropped, do not panic and do not serve it.
 - Pick it up and consume it or place in the palm of your hand holding the ciborium.
 - It should never go back into the tabernacle. If not consumed or too soiled take it back to the sacristy to dissolve the Host in water and pour it into the sacrarium.



Distributing Holy Communion

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- The Blood of Christ
 - Make eye contact (smile) with the communicant stating “The Blood of Christ.”
 - Allow them to reverence the cup and respond “Amen.”
 - Hand them the cup. (some may need help steadying the cup)
 - There is no rush for we are here to serve.
 - When the cup is returned to you, wipe both sides of the rim at the same time with the purificator and rotate the cup $\frac{1}{4}$ turn. (be sure to rotate the purificator each time)



Distributing Holy Communion

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- The Blood of Christ (cont'd)
 - If you drop or spill the Precious Blood
 - Don't panic
 - For any spills, put your purificator over the spill, retrieve another purificator, protect the spill area from someone stepping on it by standing in front of it. After Mass is over retrieve a cold wet cloth and carefully soak up spill and return the cloth to the sacristy for proper care.



Distributing Holy Communion

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- If a Child or an Adult approaches you with their arms crossed over their chest:
 - Give a simple blessing, “May the peace and love of Christ be with you” for an adult or for small children “Jesus loves you.” Make eye contact and have a smile on your face.
 - Do not make the sign of the cross, hold your hand over them or touch them.
 - Keep it simple and sincere.



Distributing Holy Communion

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- A round gold plated metal container with a hinged lid is called a Pyx.
- A person that serves a shut in will approach you requesting a number of hosts needed.
- Place the host(s) in the pyx stating “The Body of Christ.”
- They will respond “Amen” for each host and close the pyx.
- Then offer them the Precious Body.
- If an extra host is requested and they do not have a pyx, politely refuse and tell them you will help them after Mass.



Hand Sanitizing Stations

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While administering the precious body, should you happen to physically touch a communicant's hand or administer on their tongue, you should sanitize before serving to the next communicant. Purificators are to set down your ciborium if sanitizing is needed. Dip fingers into the finger bowl, dry with the terry cloth towel and use the hand sanitizer. Retrieve your ciborium and continue on.

Masks

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- Surgical masks or N95 masks are not mandatory. However, please respect those who do choose to wear them.

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- An EMHC may be asked to administer to an elderly/handicapped person that cannot approach the altar.
- An EMHC serving the Precious Blood should follow to offer the cup.
- After communion return to the ramp area in front of the short wall.
- The assisting priest, deacon or EMHC captain will consolidate hosts and place the Precious Body back into the tabernacle.
- Reverence is the key to all of our actions.
- Help will be needed carrying the various sacred vessels back to the sacristy.



After Communion

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- A reverent silence should be observed while cleaning the sacred vessels.
- Should you opt to receive the Precious Blood please consume it back here in the sacristy.



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After Communion

- The captain is in charge or may designate someone for purifying and cleaning/drying the cups and chalice.
- Please remove any jewelry, especially rings. The vessels scratch very easily.
- Wash in plastic tubs with Ivory soap only. After the sacred vessels have been properly purified.
- Do not totally immerse a vessel in water.
- Dry with an older purificator.



Duties of Eucharistic Ministers

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- The paten used to carry the altar bread up to the altar should be carefully purified, cleaned, polished and slipped back into a quilted cover.
- The ciboria should also be purified, cleaned and polished and placed into the cupboard.
- The cups should also be purified, cleaned, polished and placed into the cupboard right side up.



Duties of Eucharistic Ministers

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- Used purificators are placed in the laundry basket in the tall cupboard next to the sacrarium.
- For sanitary and sacred reasons, all purificators used during Mass should not be reused at another Mass.
- Damp purificators or drying purificators should be unfolded and hung up in the closet.



Duties of Eucharistic Ministers

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- Celiac Disease
 - Gluten allergy.
 - Gluten free altar bread in the freezer of the small refrigerator in the vesting room.
 - Pyxs with black cords are also located in the refrigerator.
 - If a request is made, retrieve both items and place on the pall that covers the chalice (Fr. Andrew's preference) or on the corner of the altar.
 - Handle the pyx by the cord only.
 - Generally the communicant will get their own pyx and altar bread. They will also return the pyx to the vesting room refrigerator.



Duties of Eucharistic Ministers

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- General Reminders:
 - Once the schedule is published in the ministry scheduler, it becomes your responsibility to ensure coverage by obtaining a substitute if you cannot make it.
 - If you are attending a Mass that you are not scheduled for, please feel free to check in with the captain to see if help is needed.
 - We always defer to the ordinary ministers, the priest or deacon. If there are too many servers, an EMHC should be the one to go back to the pew.
 - Please dress respectfully and modestly. Do not call attention to yourself by inappropriate dress.
 - Do not address personally known communicants by name. This may unintentionally make others feel less welcome.

Ministry Scheduler

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- The ministry scheduler has been in use for over a year now.
- <https://web4ucorp.com/ministries/index.php?org=johnblessedsacrament>.
- The Password is: jesuslovesme

Duties of Eucharistic Ministers

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- These guidelines are subject to additions and revisions.
- Many sources are used in development.
- Anyone wishing to be trained as a captain please see me or let me know and we will get you trained.
- Thank you for taking the time to serve your fellow parishioners.

Duties of Eucharistic Ministers

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- If you have any questions after this session, please contact:
 - Alex J. Boros 810-653-8425 (cell)
 - Or by email: readerem@stjohndavison.org or alexjboros13@charter.net.

QUESTIONS??

Duties of Eucharistic Ministers

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Closing Prayer

Blessed are you, Lord, God of all creation!

I thank you for calling me to serve your holy people today.

May I see you in them.

May they see you in me.

Grant this through Christ our Lord.

Amen

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THANK YOU AND GOD BLESS YOU!