# ST. AUGUSTINE'S CHURCH
# EXTRAORDINARY MINISTERS OF
# HOLY COMMUNION

Extraordinary Ministers of The Eucharist/Extraordinary Ministers of Holy Communion (EMHC) are lay members of the parish who serve at the discretion of the Bishop and Pastor to assist with the distribution of Communion. They are enabled to distribute Communion in the two species to other members of the assembly. The primary purpose of EMHCs is to assist with the distribution of the Body and Blood of Jesus Christ so that Communion proceeds in a reverent and orderly manner. Since EMHCs are performing a function that is an integral part of the Mass and as such are an extension of Jesus Christ, it is necessary that they dress and behave in a manner that is appropriate for distribution of a Sacrament.

At St. Augustine's Parish, the Worship Committee oversees all Liturgical Ministers. It has established the requirement that all Liturgical Ministers participate in a review/refresher/ training session at least once a year.

## GENERAL INSTRUCTIONS:

1) EMHCs should inform the Mass Coordinator in the Sacristy when they arrive at church to fulfill their assignments. You need to be at church at least fifteen minutes prior to the beginning of Mass or the Mass Coordinator will seek a replacement for you. If unsure of your responsibilities, you should ask the Mass Coordinator for clarification.

2) There are generally four stations for the distribution of Communion. Other stations may be used on special occasions such as Christmas and Easter or when the situation warrants. The four stations are numbered consecutively from the chapel side to the education wing side of the church. The location of any additional stations will be explained by the Mass Coordinator when you sign in.

3) Each station generally has three Ministers. One Minister distributes the Body of Christ and two the Blood of Christ. The Celebrant usually distributes the Body of Christ at station 2 and the Deacon/Mass Coordinator at station 3.

4) During The Lamb of God and after the ciborium has been placed on the altar, all of the EMHCs approach the sanctuary and assemble in a row at the bottom of the steps to the altar. It is best to leave a gap in the center of the row to allow space for the Celebrant and Deacon/Mass Coordinator to assume their stations.

5) Each Eucharistic Minister, unless dispensed because of medically related reasons, is required to receive Communion under both species. If unable to do this, you are required to obtain a substitute.

6) After the Deacon has received the Blood of Christ:
   a) The EMHCs designated to distribute the Blood of Christ to the other EMHCs, indicated by an asterisk after their name on the schedule, approach the altar.
   b) One minister should stand at each side of the altar.
   c) The Celebrant and Deacon/Mass Coordinator distribute Communion under both species to these Ministers.

d) After receiving the Body and Blood of Christ these two Ministers take the cup of the Blood of Christ from the Celebrant and Deacon/Mass Coordinator
e) One Minister follows the Celebrant and the other follows the Deacon/Mass Coordinator distributing the Blood of Christ to the other Ministers.
f) After receiving communion, Ministers are to remain in their positions at the bottom steps of the altar until all EMHCs have received Communion under both species.
g) After all Ministers have received Communion, Ministers should approach the altar to obtain their plate or cup and proceed to their assigned stations to distribute Communion to the assembly wishing to receive Communion.
h) Remember to make a reverent bow of the head when receiving the Body of Christ and the Blood of Christ.

7) The proper and only permissible form for distributing Holy Communion is to offer the consecrated bread by saying, "The Body of Christ" and to offer the consecrated wine by saying, The Blood of Christ". No other words should be added; and the formula should not be edited in any way. (Cf.GIRM, 161; 284-287).

8) EMHCs should present the assigned species of Christ to Communicants in a reverent and inviting manner that may include a smile. It is important to not get into a monotonous method of presenting Communion. Varying your tone of voice and method of presentation. Make eye contact.

**DISTRIBUTION OF THE BODY OF CHRIST**:

1) Members of the assembly are able to receive the Body of Christ either on their tongue or in their hand. Extending an open hand or keeping the hands folded and opening their mouth indicates their preference.

2) The EMHCs distributing the Body of Christ, says "The Body of Christ" in an inviting manner while holding it in front of the communicant. When the communicant responds "Amen", the Body of Christ is placed in the indicated area.

3) If a young child or someone with their arms folded approaches your station and does not wish to or is ineligible to receive the Body of Christ, the EMHC traces the sign of the cross on their forehead, extends a hand over their head and recites the blessing: "May the Lord bless you unto life abundant or everlasting".

   Note: It may be best to bless a child before distributing the Body of Christ to the parent to avoid the parent moving away too quickly.

4) The EMHC needs to securely place the Body of Christ in either the Communicant's hand or mouth, whichever is the Communicant's preference, to prevent the Body of Christ from dropping.

5) If a piece of the Body of Christ should fall to the floor, it should be retrieved immediately and consumed by the EMHC.

6) If the EMHC does not have enough of the Body of Christ to distribute to the members of the assembly approaching your station, alert the Mass Coordinator.

7) After distributing the Body of Christ to all wishing to receive Communion at the assigned stations:
   a) Return the Body of Christ to the altar where the priest or deacon purifies the plates and consolidates the Body of Christ into the Ciborium.
   b) Return to your place in the assembly.

**DISTRIBUTION OF THE BLOOD OF CHRIST:**

1) The Blood of Christ is distributed in cups that are placed on the altar by the servers at the preparation of the altar. The priest or deacon fills the cups as a part of the Eucharistic preparation.

2) The EMHC distributing the Blood of Christ, says the "Blood of Christ" while presenting the cup to the Communicant. When the Communicant responds "Amen", the cup is placed in the hands of the Communicant. If the Communicant is unable to hold the cup or does not take the cup, it is tilted to allow the Communicant to drink from the cup.

3) After a Communicant receives the Blood of Christ, wipe the lip of the cup with the purificator and rotate the cup at least 1/4 turn before presenting the cup to the next Communicant.

4) If all of the Blood of Christ in your cup is distributed:
   a) Cover the cup with the purificator.
   b) Remain on station facing the congregation until the station has completed distribution of Communion to all Communicants for that station.
   c) Face the altar and consume or assist with the consumption of the unused Blood of Christ.
   d) The first listed EMHC for the Blood of Christ for each station takes the two cups and two purificators to the credence table.
   e) At the credence table, the EMHC adds a small amount of water into the first cup and then pours the contents of the first cup into the second cup.
   f) The emptied cup is placed in a back row of cups. The cup containing the water is placed in the front row of cups for ease of handling.
   g) Return to your place in the assembly.
   h) The second listed EMHC for the Blood of Christ returns to your place in the assembly after giving the cup and purificator to the first listed EMHC.

Note: In the event that the Blood of Christ can not be consumed on station the EMHC takes the cup to the credence table and asks for assistance from other EMHCs and/or the Mass Coordinator.

5) If there is a spill of the Blood of Christ:
   a) The area should be immediately covered with a purificator.
   b) The Mass Coordinator needs to be notified of this mishap.
   c) The Mass Coordinator will notify the Celebrant after Mass.
   d) There is a prescribed procedure to be followed in cleansing the area of the spill.

6) If the spill area is covered by a purificator, obtain another purificator from the Mass Coordinator so that the cup can continue to be wiped after each use.

**STATION ONE DISTRIBUTION TO CANTOR AND ORGANIST**:

1) Station 1EMHCs for the Body of Christ and the Blood of Christ are to remain on station until both the cantor and the organist receive Communion.
2) Follow above procedures upon completion of Communion for the cantor and organist.

**Please complete this page and return it to the box provided in the Sacristy.**

**Name:** **Date:**

**Mass Attended:**

**What are the two changes to the procedure for Eucharistic Ministers?**

**1.**

**2.**

**What recommendation(s) would you make to the procedure for or the training of Eucharistic Ministers?**

**Please note that attendance at the next scheduled training session for Eucharistic Ministers is required to continue in this ministry. Thank you for your service in assisting St. Augustine's as a minister.**