



2018 EMHC TRAINING

"I conjure you all to show all reverence and all honor possible to the most holy Body and Blood of our Lord Jesus Christ, in whom the things that are in heaven and the things that are on earth are pacified and reconciled to Almighty God."

"Shall we not by all these things be moved with a sense of duty when the good Lord Himself places Himself in our hands and we handle Him and receive Him daily? Are we unmindful that we must needs fall into His hands?"...

(...) "Let the entire man be seized with fear; let the whole world tremble; let heaven exult when Christ, the Son of the Living God, is on the altar in the hands of the priest. O admirable height and stupendous condescension! O humble sublimity! O sublime humility! that the Lord of the universe, God and the Son of God, so humbles Himself that for our salvation He hides Himself under a morsel of bread."

(St. Francis of Assisi)

The 3 principles of Ministry

- **The Principle of Prayer:** All ministry should begin and end with humble and grateful prayer.
- **The Principle of Attentiveness and Flexibility:** Faithfulness in liturgical ministry demands attention to details and readiness to adapt to changing circumstances.
- **The Principle of Reverence and Uniformity:** All actions and words in ministry should be in union with and directed by the celebrant in a generous spirit of loving service to the whole Eucharistic Assembly.

Basic Guidelines (skip if you are not a new minister)

How to Minister the Body of Christ

As the communicant approaches the host is offered to the communicant with the words, "The Body of Christ." And the communicant responds "Amen." Nothing else is said (such as the communicant's name). The communicant chooses whether to receive the Body of Christ in the hand or on the tongue.

How to Minister the Blood of Christ:

As those who desire to receive the Blood of Christ come forward, the chalice is offered to the communicant with the words, "The Blood of Christ." The communicant responds "Amen" and the chalice is handed to them. After they return the chalice, the rim is wiped inside and out with a purificator. The chalice is

rotated slightly; the purificator is adjusted to an unused part of the linen, and then the chalice is presented to the next communicant. The chalice is never passed from one communicant to another.

A communicant is **never allowed** to self-communicate by intincting the host in the chalice and is not permitted to pass the chalice to another communicant. Intinction, can only be ministered by a priest or bishop. An EMHC, may stand next to the priest or bishop and hold the chalice from which intinction is distributed. While distributing the Precious Blood, **never** pour the Blood from one chalice to another, so as to fill an empty chalice with Precious Blood at a communion station.

Review (All Ministers, Current and New)

Before Communion

- **Spiritual Preparation:** On ministry days, begin the day in prayer and quiet. Avoid distractions (TV, news, radio, movies) that would discourage a recollected manner.
- **Attire:** In humble service to the Lord and our community we set an example by how we act and present ourselves to the community. Our reverence is necessary and most appropriate when we consider we are entrusted with distribution of our greatest Grace, Our Lord Jesus. Please dress in business casual attire or more formally as the circumstances warrant. (i.e. Christmas, Easter, Funerals)

- **Arrival Time:** Please be present **10 minutes prior** to mass time. Mass coordinators are responsible for ensuring that the Eucharistic Minister slots are filled. If not present at that time, they have the right and duty to replace you to assure we are properly staffed for mass. Coming early as a EMHC is also suggested so that you might better prepare yourselves spiritually through prayer prior to the mass.
- **When the “Lamb of God” begins**, leave your pews and proceed to the altar
- **Sanitize** your hands with the hand sanitizer.
- Please make sure there are the proper number of persons on each side of the altar, if you need to cross over to an opposite side, please reverence the altar as you come to its center (slight bow).

During distribution

- **Please know your positions** (see diagram) so that the flow is as uninterrupted as possible during distribution of our Lord’s Body and Blood.
 - **If you are administering the chalice, please allow as much room** as possible between you and the person administering the bread so that backup is prevented as much as possible.
 - **Yes, you can give too much room.** Remember we wish for the flow to be smooth and uninterrupted, as much as possible.
 - **Your feet are not in cement.** Be aware of where you stand, do not hesitate to move if needed (think adjustments for Choir mass).

- **People with “crossed arms”**, not receiving Holy Communion, are indeed important members of our congregation. **We do not bless them.** We can, however, say:
 - a) “Receive the Lord in your heart” or
 - b) “May Jesus be in your heart”,
 Neither is a blessing and spiritual communion is exactly this, receiving Our Lord into our hearts.
 - You need not touch the person, either on head or arms, just say the words and on to the next recipient. This prevents spread of germs and also prevents any hint of a blessing being imposed.

If you have a Chalice (Blood of Jesus)

- **After administering the chalice**, please wipe carefully and rotate as needed for the next person to receive.
- **If your chalice runs empty** please excuse yourself and go back to the altar, leave the chalice on the Credence Table.
- **If there is still the blood of Jesus left in the chalice** after communion , please consume the remainder or ask another EMHC to assist in consumption. Please be reverent in consumption, no dribbling, use a Purificator under chalice lip to prevent spillage, and as a sign of ultimate respect for our Lord’s blood.

If you have a Ciborium (Body of Jesus)

- **Please stay in place** until all members of the congregation have come through the line.
- **Being kind and smiling is not forbidden** when you distribute our Lord and Savior. This is the Source and Summit of our Faith and is the Spiritual pinnacle of our lives here on Earth. It is our own slice of Heaven and we should be honored to share with all.

Taking communion to people in the Pews (Disabled)

- **EMHC with ciborium on the center does not go back.**
- The Blood of Christ is **not** taken to people in the Pews.
- **EMHCs with ciboriums on the sides:** An Usher will be the last one on your line, and will guide you to serve those in the pews of your side, if needed.
- After attending those in the pews:
 - If communion is still going, place yourself close to the center (see diagram), to help Father.
 - If communion is over, place the ciborium on the altar.

After communion

- Bring Ciborium to the altar.
- **Cleanse your fingers** (gently) using the lavabo on the Credence Table.
- To get to the credence table, **it is preferred to go through the sacristy, instead of crossing over behind the altar**, please watch traffic flow in this area and stand to the side allowing Father deference when he goes to the tabernacle.
- **Leave your cross** in the basket in the sacristy.

What if the Blood is spilled or a Host is dropped?

Remember accidents do happen and happen all the time...breathe....

If the precious blood is spilled:

A drop or two:

- Pause distribution.
- Bend over, blot (not scrub) the area where the blood has spilled with your purificator.

- Then take Purificator and place on credence table, get a new Purificator (there are two additional Purificators on corners of the altar)
- Continue distribution.

If a large amount is spilled:

- Stop distribution. The blood distribution has ended for your position.
- Place Purificator on top, protect the area from being trampled, and signal the Mass Coordinator.
- Consume any remaining Blood (or share with other EMs or Mass Coordinator).
- The Mass Coordinator will arrive with a fresh Purificator to put over the spill, and remain there protecting the area until mass is over. When that happens, take the soiled Purificator and place inside the chalice, so not to spill Blood any other places.
- Take chalice back to the credence table.

If a host is dropped on the floor:

- Immediately pick up, if not soiled consume, if soiled take back to altar for Father. He will wrap in a corporal and after mass dissolve in water, and then place in the ground.

Thank you for your service!