

Extraordinary Minister Procedures

Before Mass

1. Make sure you check your schedule online with MSP. If you are unable to make an assigned service please use MSP to find a sub.
2. Arrive 15 min. before Mass and sign in to determine your location for distribution and put on a cross necklace.
3. 10 min before mass gather in the alcove of the Gathering Place for a pre-mass prayer
4. Return to your seat and wait for communion. You no longer need to enter during the processional.

Communion Rite

1. After the sign of peace
 - a. Come up to the altar by way of the ramp
 - b. Sanitize your hands with the disinfecting solution found at the base of the ramp.
 - c. Gather around the altar (Cup distributors on the east side of the altar and Host distributors on the west side.)
2. The Priest (and the Deacon if present) receive(s) Communion first and then the ministers.
3. The Distribution to the ministers:
 - a. The Priest will distribute the hosts to ALL the ministers around the altar
 - b. He will then give the blood to the cup minister closest to the altar (east side)
 - c. That person will proceed to administer the cup to the body ministers, servers and cantor.
 - d. Father will administer the cup to the remaining cup ministers.
 - e. **** If a Deacon is present Fr. and the Deacon will each do half the blood
And half with the hosts.
4. The Distribution to the congregation:
 - a. Ministers proceed to their places
 - b. If a choir is present at Mass, station 4 ministers should distribute to the choir first. Ministers should walk down the aisle closest to the choir. Once the entire choir has received communion, ministers should move to the regular station 4 positions and distribute to the remaining parishioners.
 - c. Host ministers present the Body of Christ to each person and proclaim, "The Body of Christ". The Cup minister proclaims, "The Blood of Christ". (Please do not add words such as "This is the..." ("This is" is a limiting statement for what is taking place).
 - d. If your line finishes check to see if another line could use some help. (Do not stand in the line of traffic.)

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- e. If you find that you are running low on hosts you can break them into smaller pieces or retrieve more hosts from another minister or from the altar.
- f. When your chalice is empty, place the purificator over the chalice and remain in your position until the host minister is also finished (or goes to another station to help).
- g. Those needing communion brought out to them will receive **AFTER** the rest of the congregation. The Usher will be the last person receiving Communion in his/her line. He/she will let you know of any in the congregation who need communion brought to them at this time

After Distribution

1. Leftover hosts are placed on the altar. Chalices are placed on the credence table behind the wall. If there is any leftover blood the minister should drink it and place the purificator over the chalice. If there is too much blood for you to drink, place the purificator respectfully over the cup and the blood will be reverently consumed after mass by the other ministers and sacristan. ** Please do not stuff the purificator into the cup!!
2. Return to/remain in the sanctuary until after the ciborium is returned to the tabernacle. There is no need to bow at any time during this process.
3. When Father returns from the tabernacle, return to your seat using the ramp to leave the sanctuary.

At End of Mass

4. There is no need to process out.
5. RETURN your crosses from whence they came.
6. All ministers need to help the sacristan with the "dishes".
7. Cups and bowls need to be purified first and then all dishes are washed, dried and put away. Note: Do not submerge the chalices in the water.
8. This is a simple task that when there is enough help. It will take only a few more moments of your time and is a wonderful way to fellowship with other ministers.

Schedules

Please keep all scheduling info, requests and change within the MSP system. If you are having issues with the computer system or do not have a computer, please talk to Jan Lamparski. (jlamparski@wi.rr.com)

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Questions and Answers

1. What if there is a spill of the Precious Blood?

If there is a spill of the precious blood attend to it with your purificator and then go to the altar for a replacement. Larger spills should be covered with the purificator and you can go to the sacristy for a towel. (This should be cleaned then with water and a fresh towel after Mass).

2. What if a host falls on the ground?

Simply pick it up, tuck hold it in your opposite hand (the one holding the dish), and consume it when you are finished with communion.

3. What if someone comes to you with their arms crossed over their chest?

This is a sign that they wish for a blessing. Several things can be done: A simple tracing of the cross on their forehead can be done
In addition to the cross you can say:

- i. "Grow to become the body of Christ"
- ii. "God Bless you"

4. What if someone brings a pyx (a container that is used to bring communion to someone unable to be at Mass that day)?

You give the person communion and then place a host in the pyx (or vice versa). If they ask for more you can give them that number. If they ask for any more than 5 you might ask them to get help with that after Mass. You can go with them to the tabernacle after Mass or have them ask the priest.

5. What if someone wants to dip the host in the chalice?

This practice is called: intinction [in 'tiNG(k)SHən]-the action of dipping the bread in the wine at Eucharist so that a communicant receives both together.

The issue of intinction raises some controversy. Some are concerned that intinction simply does not fulfill the command to "eat this bread and drink this

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cup" (1 Corinthians 11:26), as it combines the two elements into one. Where Scripture mentions two actions (eat and drink), intinction has just one. Some point to John 13:26 as an example of intinction in the Bible: "Dipping the piece of bread, [Jesus] gave it to Judas." However, this verse can hardly be used as the foundation for a church sacrament; the same verse specifies that Jesus was dipping the bread into a dish (probably of charoset), not a cup. And Judas the betrayer is the only one to receive it.

It is clear that, at the Last Supper, Jesus gave the apostles the bread and wine separately, with individual instructions concerning each element. Churches wanting to stay as close as possible to Jesus' model reject intinction and keep communion as two definite actions. While we should always be careful about modifying any biblical instruction, Scripture neither prohibits nor endorses intinction. What is more important is that we apply the correct meaning and value to the Supper itself, not the particular manner of its presentation.

Here is St. Bruno's official policy on this:

If someone tries to dip their host, place your hand over the the cup, smile at them and politely say, "the Church prefers people to drink from the cup." then remove your hand and let them decide for themselves. Please do not refuse to allow the person to take communion.