



## **Extraordinary Ministers of the Holy Eucharist Recommitment to the Homebound Summary of Policies, Procedures, and Reminders APRIL 2017**

### **POLICIES AND PROCEDURES**

1. Only a Eucharistic Minister should carry the Eucharist to the homebound. The Minister must go up to the Credence Table to get Hosts from the priest or deacon and be blessed before leaving the Church.
2. If a Minister has Hosts left after completing his/her rounds, he/she should consume them instead of bringing them back to Church. Transit time for consecrated Hosts must be minimized. At no time should consecrated Hosts be taken to any location other than to the residence of the homebound parishioner(s).
3. Before giving Communion to family members or aides of the homebound, be sure to confirm that the recipient(s) is/are Catholic and eligible to receive Holy Communion.
4. In preparation for giving Communion, whether in a Senior Living Facility or in a residence, before opening the pyx or touching the Host, Ministers are encouraged to use hand sanitizer to prevent spreading any germs to the homebound. Small travel size bottles of hand sanitizer are available wherever hand sanitizers are sold.
5. Ministers who **only** bring Holy Communion to parishioners in their own homes but **are not** assigned to serve at Mass or at Fellowship Village or at Sunrise, should advise Deacon Pete and Beth Palluzi if/when visits are no longer needed so they can update the list of commissioned Extraordinary Ministers of the Eucharist that is maintained by the Parish and provided to the Diocese. This is generally an issue for those that bring Communion to family members such as parents or spouses who are ill.

6. If a Communicant has difficulty swallowing, the Minister is encouraged to break the Host into a manageable piece and either mix it with a spoonful of water or applesauce, and/or offer a sip of water to make swallowing more comfortable.

7. If a Communicant is unable to swallow/consume even a small piece of the Host, or tends to spit it out, the Minister may simply bless the person and not be drawn into a discussion/explanation with family or staff members.

8. If a Communicant dribbles the Host out of his/her mouth, the Minister should wipe up the piece of Host and the apple sauce (or whatever) and return it to a priest or a deacon at Church where the whole tissue could be washed out in the sink in the Chapel Sacristy until the tissue disintegrates down the drain. If this is not an option, the Minister may bring the tissue home, rinse in three times in clean water and then pour all the water out under a shrub where no one would walk. The latter is not a preferred option.

9. If a Communicant appears to be cognitively impaired, the Minister may give Communion as long as the Communicant is physically capable of swallowing the entire Host (or the entire piece of Host presented). If it is clear that the person no longer understands that he/she is receiving the Body and Blood of Christ, the Minister may choose to pray with him/her instead of risking rejection of the Host. Ministers are encouraged to use sound, sensitive judgement.

10. If a homebound parishioner regularly leaves a door unlocked in anticipation of a visit by a Eucharistic Minister and upon arrival, the Minister observes suspicious circumstances (e.g., the resident is not at home, the house appears to be in disarray, etc.), the Minister should notify the Bernards Township Police Department.

11. At Fellowship Village, Ministers are encouraged to split visitation on common floors with one Minister starting with the lowest room number and the other with the highest so the odds of missing a room or visiting a room twice are minimized.

12. If a resident arrives late to a common service, he/she may receive Communion but it is not necessary for the Minister to repeat the prayers, readings, etc.



## REMINDERS

1. HOSTS MUST REMAIN IN THE SOLE CUSTODY OF THE EUCHARISTIC MINISTER AT ALL TIMES. Never leave a consecrated host with anyone.
2. Ministers should consume any leftover particles in their pyxes and wipe them out occasionally with a Purificator (available in the Sacristy) that should then be put into the Holy Wash.
3. Ministers are encouraged to enter the phone numbers of the homebound parishioners whom they visit, as well as those of any known family members, the other Ministers assigned on the weekend in question (in case an emergency substitution must be arranged), Deacon Pete, and Beth Palluzi.
4. Ministers should consider calling their assigned homebound parishioners at least 24 hours before a scheduled visit to ensure that the Communicant will be available and able to receive Holy Communion, and to offer to bring additional Hosts if family members or aides are expected to participate.
5. If a Communicant should be removed from the Church's list of homebound parishioners for any reason, please advise Deacon Pete and Beth Palluzi. Typical reasons include: recovery and return to Mass attendance; relocation or residence; mental incapacity; entrance into eternal life.
6. Eucharistic Ministers to the Homebound are invited to recommend candidates for this ministry to Deacon Pete.

***If you have any questions, please contact Deacon Pete DePrima at  
848-248-1235 (cell) or [deaconpete33@verizon.net](mailto:deaconpete33@verizon.net)***