

St. Elizabeth Seton 2007 – 2008 Extraordinary Ministers of Holy Communion Instructions

1. Arrive at church 15 minutes before Mass.
2. If the amber light is on (3 places: two outside in the vestibule and one inside the church over the baptismal font), go to the credence and pick up a Medallion (please **return the Medallion after Communion**).
3. During the Sign of Peace line up:
 - a. Host – down the aisle on the right side of church closest to the baptismal font
 - b. Host – use the Purell to cleanse your hands before you line up (one drop will do)
 - c. Cup – down the aisle on the left side of church closest to the baptismal font
4. During Lamb of God Extraordinary Ministers come forward and collect his/her vessels
5. After picking up your vessel, go directly to your station; turn and face the altar. After the presider goes to his station, turn and begin to distribute Communion.
6. When distributing the Host, make eye contact and say “The Body of Christ” (Note: **Do NOT** say, “This is the Body of Christ” or any other variation. **Do Not** elevate the Host – it has already been elevated by the presider). Place the host in the recipient’s hands or on the tongue. Host Ministers, remember to give a silent blessing to the children and those that have their arms folded.
7. Cup Ministers, as the person approaches, present the cup to take into their own hands, say, “The Blood of Christ” (Note: **Do NOT** say, “This is the Blood of Christ” or any other variation. **Do Not** elevate the cup – it was already elevated by the deacon or presider) and keep the purificator in your own hand. Gently wipe the cup and rotate a quarter turn. Your encounter should be personal, full of dignity and reverence.
8. Extraordinary Ministers at Station 2, distribute Communion to the Choir and Musicians. After everyone in your station has received, check for disabled and elderly; both ministers go to the person and then return to your station and communicate each other.
9. Cup 1 will receive from the presider and take his ciboria back to the credence table.
10. Ministering the Eucharist to your partner at your station:
 - a. Host Minister maintains possession of the ciborium
 - b. Host, minister to your partner
 - c. Cup, minister the Host to Host Minister
 - d. Cup, minister the Cup to Host Minister
 - e. Host, minister the Cup to Cup Minister
 - f. Cup, please consume the remaining Precious Blood, if comfortable
11. Both Ministers then proceed to the credence tables to return your **vessels and medallions**.

NEVER LEAVE YOUR MINISTRY PARTNER

1. Host Ministers: Monitor the communion line. If you believe you will run short of hosts break the hosts in half. This should not happen except in a rare instance.
2. Cup Ministers: **Never** pour Precious Blood from one cup into another. If you run out of Precious Blood place your purificator over your cup.
3. Cup Ministers stand at your designated station. Do not move closer to the host minister or the line will become too crowded.