



St. John the Evangelist Catholic Church

Prerequisites for BECOMING an EXTRAORDINARY MINISTER of the EUCHARIST (EME)
Serving the **HOMEBOUND, CARE FACILITIES, HOSPITAL and MASS MINISTRIES**

At Mass:

- *As a Liturgy EME you must be able to easily navigate stairs and ambulate around the church to various stations in a timely manner.*

In the Hospital Ministry:

- *As a Hospital minister you will be on your feet, with extensive walking and standing during the three-five hours of time spent at the hospital.*
- *You are required to attend morning Mass prior to visiting the hospital. Please plan on allotting at least four-six hours of your day for this ministry.*
- *You must be able to drive/provide your own transportation.*
- *Our future goal is to have two ministers for each day which will decrease the amount of time spent on the day of visitation. We serve the Holy Eucharist to the hospital patients at North NCH, Monday through Friday.*

In the Homebound Ministry:

- *As a Homebound minister we serve at seven Care Facilities and also private homes as needed; scheduling our visits once per week.*
 - *You are required to attend Mass prior to your visits. Please plan on allotting approximately one to four hours, depending on the location and number of people you will be serving.*
 - *You must be able to drive/provide your own transportation.*
 - *If going to a Care Facility, you should be prepared to walk and stand for the majority of time while you are there.*
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To begin the EME Registration journey:

1. Complete the EXTRAORDINARY MINISTER of the EUCHARIST (EME) REGISTRATION FORM.
2. The St. John parish office will set up a BRIEF APPOINTMENT with one of our priests.
3. Request a VOLUNTEER PACKET at the St. John parish office and follow the instructions.
4. It is required that you complete the SAFE ENVIRONMENT PROGRAM which includes digital fingerprinting and attendance of the Safe Environment Training (SET) class.

Locations and dates are provided online at: <http://dioceseofvenice.org/programs/safe-environment/training-schedule>. If a training class is not readily available please contact the St. John parish office.

5. Once the above steps are completed notify the St. John parish office (239-566-8740). They will direct you to the appropriate EME Coordinator for your ministry.
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Additional Hospital Ministry requirements:

1. Request an APPLICATION for the Pastoral Care Department at NCH Hospital by contacting Mary Ellen Metro, Coordinator of Hospital Ministry, at Maryellen@sjecc.com
2. When you have completed this application it should be mailed or faxed to Rev. Harper at NCH. *The noted contact information is on the application.* Contact Mary Ellen at the above email address when this step is completed.
3. A letter of reference will be sent to Rev. Harper through the office of St. John the Evangelist once the application has been received.
4. You will then attend a training session at NCH downtown Naples location. *This session is given only once every other month and usually on a Tuesday evening.*
5. Once this session has been completed, you will receive your badge to visit the hospital. You will then shadow a Hospital Minister until comfortable to distribute Holy Communion to the patients of **North Naples Community Hospital**.