

Standard Guideline #1 - For Temporary Communion Under Special Circumstances – Walk-In

This is a standard Guideline for Temporary Communion Under Special Circumstances – Walk-In which can be used by a parish as their plan for conducting this type of service. The parish can request this temporary license by email stating:

- They will follow the Guideline as outlined below.
- Identify the space to be used, and the entry and exit points to it (preferably with a sketch)
- The anticipated frequency of the services.

The Temporary License supplements an online, Eucharist Service worship by distributing communion using the Communion Under Special Circumstances Rite in the Book of Common Prayer following the online service.

General

1. This is a temporary license that will expire when COVID-19 restrictions are removed.
2. As announced, at a specified time, distribution of communion will take place as allowed by the Communion Under Special Circumstances Rite of the Book of Common Prayer at the parish.
3. Parishes should consider conducting an on-line service prior to the distribution of Communion Under Special Circumstances. The online service should be posted with ample time for parishioners to drive to the parish after viewing the online service.
4. Clergy member or a licensed Lay Eucharistic Minister (LEM) will distribute consecrated hosts only.
5. Parishioners will have a set period of time to receive communion and arrive within those specified times.
6. Masks will be worn by all participants.

Eucharist Service

1. The live stream service may be conducted in one of two ways. This will depend on the availability of a priest.
2. Option 1 – Local Service (conducted by the parish)
 - a. If a priest is available, the parish may conduct a live-stream, Eucharist service at with the minimum number of people present.

- b. Starting at a prescribed time, communion will be distributed at 5-10-minute intervals in a specified location in the church using the Guideline instructions.
3. Option 2 – Joint Service
 - a. If a priest is not available, the parish may plan to participate in a Eucharist service and receive consecrated hosts from another parish in the diocese’s Eucharist service with a member present to receive the communion.
 - b. Starting at a prescribed time allowing for travel, communion will be distributed at approximately 10 minute intervals in a specified location in the church using the Guideline instructions.

Distribution of Communion Under Special Circumstances

1. A means of separating attendees a minimum of 10 feet apart will be established. These can be chalk marks on a walk, signs, or other appropriate means.
2. A greeter will ask the current CDC COVID-19 screening questions and record the names of those attending. Those who answer no to a screening question will be asked to leave.
3. The greeter will allow an attendee or family to enter once the previous attendee/family has departed.
4. Clergy, greeter and parishioners will be required to wear masks. Parishioners will be directed to move 10 feet away from the clergy member or LEM before consuming communion and may remove the mask temporarily to consume the communion.
5. Parishioners will enter by the main door of the church, and leave by another door, both of which will be propped open. Windows will be opened if possible.
6. Distribution should take place in front of the altar.
7. The consecrated host will be dropped in the hands of the parishioner receiving.
8. The clergy or LEM will give communion using the words of the BCP, ‘The Body of Christ, the bread of heaven’.
9. The clergy or LEM will lead the Post Communion Prayer.
10. If a priest is present, a blessing will be given.
11. A dismissal will be read.
12. The clergy or LEM will sanitize her or his hands between each attendee/family receiving.

13. The parishioners will exit through the designated exit.

14. The process will be repeated as required.

Ash Wednesday – Special Instructions

1. If imposition of ashes will be performed the following must occur:
 - a. The participants be screened prior and those who have symptoms or COVID-19 contact(s) not participate.
 - b. All participants be masked with a properly fitted, properly worn mask.
 - c. All participants maintain separation of a minimum of 6 to 10 feet but preferably 10 feet separation, except for the moment of imposition.
 - d. The clergy imposing ashes sanitize their hand between each imposition.
 - e. The other procedural guidelines in the Standard Guidelines be followed.

Approval of the Temporary License for Communion Under Special Circumstances

1. Following receipt of the request, the Bishop or Standing Committee, with assistance of the Way Force Task Force, provide a response approving the request by email.
2. Once this response email is received, the parish may conduct the service(s) until such time as the COVID-19 restrictions are removed or as determined by the Bishop or Standing Committee.