



OFFICE POLICIES AND PROCEDURES

SUBJECT:	LOW-GLUTEN HOST POLICY
EFFECTIVE DATE:	<i>March 20, 2016</i>
DATE LAST REVIEWED:	<i>March 20, 2016</i>

PURPOSE/OVERVIEW

This policy governs the administration of low-gluten hosts to sufferers of Celiac disease.

APPLIES TO

This policy applies to parishioners, visitors, volunteers, and employees.

POLICY

The use of low-gluten hosts is restricted to individuals who have a documented medical need and have been granted permission to use them. If a parishioner desires to receive such permission, they must contact the Director of Worship [ameinen@saintcecilia.org]. Once granted permission, individuals must check in at the sacristy before Mass and inform the acolyte of their presence at Mass. The acolyte will place a low-gluten host in a PYX and place it on the altar table for consecration during the Mass. In order to receive the low-gluten host, the individual must meet the acolyte near front of the Church (by the organ) when the acolyte has returned to the apse. It is the individual's sole responsibility to inform the acolyte of their presence before Mass and approach the acolyte to receive the low-gluten host during the distribution of Holy Communion.

CONTACT

Andrew Meinen, Director of Worship. ameinen@saintcecilia.org, 713-465-3414

EXCEPTIONS

Must be approved by the Pastor or Celebrant of the Mass.

RELATED POLICIES, PROCEDURES AND MATERIALS

The scheduling forms and procedures of the Associate, Database Analyst/Scheduler.