

Parish Policies

St. Stephen the Martyr Anglican Church, Thunder Bay

Policy D1: Standards of Pastoral and Spiritual Care

Adopted by the Parish Council June 8, 2020

A visit is defined as a face-to-face visit; it may be in the person's home or in a coffee shop.

General Visitation

1. The Pastor will visit all active parish households every two years unless a visit is declined.
2. The Pastor will visit all in-active parish households every four years unless a visit is declined.

Newcomers

3. A person designated by the Parish Council will introduce a newcomer to people during coffee hour.
4. A Deacon/Shepherd visits within three months of a member being put on the parish list unless the person declines a visit.
5. The Pastor visits a member within six months being put on the parish list, unless the person declines a visit.
6. As numbers warrant, a parish supper will be held for newcomers and the Parish Council.

Drop-outs

7. An active member who is absent from worship for 4 to 6 weeks will be contacted and/or visited by the Deacon, Shepherd, or Pastor.

Hospitals/Sick

8. The Deacon or Pastor will check the Thunder Bay Regional Health Sciences Centre or St. Joseph's Hospital list weekly and will visit upon request, and a Shepherd will visit upon request. Parishioners are reminded that if they or a family member is in hospital, contact the church office or the clergy.
9. For the sick, the Deacon or Pastor will provide, upon request, communion and anointing with oil.

Shut-ins

10. For those shut-ins who desire a visit, a Deacon/Shepherd will visit and may bring communion monthly, if so desired. A Deacon/Shepherd may also visit on the phone.
11. The Pastor may also bring communion from time to time.
12. In December the Church Wardens will bring a tray of Christmas baking to shut-ins, participants in the Chartwell service and some others. The Pastor will review the list.

Baptism

13. The Pastor will visit prior to the baptism to do baptism preparation and after the baptism visit within six months.

Wedding

14. The Pastor will visit prior to the wedding to do wedding preparation and after the wedding visit within six months.

Death/Funeral

15. The Pastor or Deacon will do a funeral, and he or she visits prior to the funeral, and after the funeral visits within one month and near the first anniversary of the death.
16. The Deacon will send a card during the month of the first anniversary of the death to the next of kin, for whom we have contact information for, for whom St. Stephen's clergy did the funeral (listed in the Parish Register) and for parishioners for whom we know there was a significant death.
17. A Blue Christmas Eucharist will be offering on the Thursday prior to Christmas, and the Pastor will ensure a note is sent to the next of kin of people for whom St. Stephen's clergy did the funeral.