

Funeral Planning Policy for Funeral Homes Providing Services at/through St. Pius X:

(as of July 1, 2020)

General Scheduling:

- All arrangements for the scheduling/planning (date/time) of funerals at St. Pius X (SPX) are made through a Funeral Home. No scheduling/planning (date/time) changes will be made without the involvement of the Funeral Home.
- The date and time of a funeral may **only** be scheduled once the Funeral Home:
 - o 1) speaks with the secretary at SPX business office, and
 - o 2) the secretary confers with the pastor of SPX.
- Calls to schedule funerals are taken during parish business hours, only:
 - 614-866-2859
 - Monday – Thurs, 9:00am to 4:00pm.
- Outside of parish business office hours, the Funeral Home may leave a message on the main parish voicemail line. Messages will be returned, on the next day that the parish office is open for business, and according to the order in which they were received.
- The sacramental emergency voicemail line is not the proper choice for scheduling a Funeral, but is for ***sacramental emergencies***, **only**. Non-sacramental emergency calls are not returned from this voicemail line.

Clergy Considerations:

- Only priests of SPX may preside at funeral Masses at - or associated with - SPX.
- Only priests/deacons of SPX may preside at funeral Ceremonies at - or associated with - SPX.
- In cases in which a priest or deacon is directly related to (or especially close with) the family of the deceased, the pastor of SPX is to be consulted (via the parish business office) *prior to* inviting the associated clergy to preside, concelebrate, or assist at any funerals at SPX.
- *No other priest or deacon is to be sought-out or solicited* to preside at any funerals at - or associated with - SPX, should the clergy of SPX be unavailable/inaccessible.
 - o Having a Funeral Home engage in this type of behavior (or encouraging the family/friends of the deceased to do so) is highly unprofessional and inappropriate, and will, consequently, jeopardize the potential arrangement of services, by that particular Funeral Home, for any prospective funerals at SPX.
 - o In cases of necessity/crisis, **the parish of SPX, alone** will accept responsibility for *potentially* securing the assistance of another priest or deacon to preside at a funeral, should our resident clergy be indisposed. However, given their limited availability and the diminishing numbers of Catholic Clergy, we cannot make any guarantees.

Scheduling Specifics:

- When calling the parish business office to schedule a funeral at SPX, the Funeral Home should have at least ***three*** potential dates/times, according to the preference of the family of the deceased. SPX will do our best to accommodate the family's schedule preference, but again, we cannot guarantee availability for either the Church or the Clergy.
- No funerals (whether Mass or Ceremony) are scheduled for Fridays.
- Funerals may only be scheduled to be held on:
 - o Mondays, Tuesdays, Wednesdays, Thursdays, and Saturdays.
- The standard time for funerals (whether Mass or Ceremony) is 10:30am on the weekdays indicated above, and 10:00am on Saturdays. Any variation in these times must be approved by the presider, prior to publication of the obituary.