



# THE ROMAN CATHOLIC DIOCESE OF BRIDGEPORT

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## MEMORANDUM

TO: All Pastors  
FROM: Patrick Donovan  
DATE: December 4, 2023  
RE: Initial Formation for Readers and EMHCs

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As you will recall from last week's meeting with the presbyterate, Bishop Caggiano announced that initial formation for Readers and EMHCs may now take place in one of three ways.

- Local Formation/Hybrid –the parish ministers participate in Institute formation *and* a local formation session. Once both are complete, the mandate (now five years) is issued.
- Local Formation/Complete –the pastor or his designate creates the entire formation process, approved by Bishop Caggiano. A personalized learning path is created in LEAD, and the pastor or his designate is responsible for marking participants as complete.
- Institute Formation - the parish continues to utilize LEAD-based formation, which will be shortened and relaunched in January 2024.

This afternoon a task will be assigned via LEAD to all pastors. You should receive the notification at your diocesan email address. If you do not receive it, please log into LEAD, click Tasks at the top of your screen (icon with check mark), and complete the task. To log into LEAD, you may use this link: (<https://bridgeport.leadlms.com/login>),

The task is a questionnaire that asks you to choose which option your parish will choose moving forward. You can always change your answer later, but to plan appropriately, please complete this task before December 15, 2023. If we receive no reply, your parish will default to Institute formation.

If you plan to choose the hybrid formation (institute *plus* local sessions), it will be helpful to have the dates, times, and locations for your local sessions before completing the questionnaire. If you plan to choose the complete local formation, you will be asked to describe your plans so Bishop Caggiano can approve your approach.

Please know that this questionnaire only covers initial formation (the first time someone signs up to be a Reader or EMHC). We will communicate information about ongoing formation after January 1, 2024.

If you have any questions, please do not hesitate to email [pdonovan@diobpt.org](mailto:pdonovan@diobpt.org).

