

1. If you:

- Have difficulty breathing, are feeling fatigued/lethargic, or have a high fever
- Have cold symptoms, such as fever, cough, or sore throat, continuing for 4 or more days (If you have an underlying disease or if symptoms become unbearable, please act immediately; do not wait 4 days)
- Have any unusual changes in your sense of smell or taste
- ✓ Rest at home; do not go outside.
- ✓ Consult your family doctor or other local medical institution (by telephone, etc.) (Avoid walk-in appointments without prior consultation.) If you do not have a family doctor or are unsure of which medical institution to consult, contact the Novel Coronavirus Consultation Center (Medical Consultation Center) in your area of residence.
- ✓ Contact the University Health Administration Office to assist them in information gathering. If you are not sure whether any of the above apply to you, please consult with the Office.
- ✓ Do not come to school.

2. If it is decided that you will take a PCR test

- ✓ Inform the Nagoya University Health Administration Office of the scheduled consultation date to assist them in information gathering.

3. If the local health center identifies you as a close contact:

- ✓ Follow the instructions given by your health center and self-quarantine at home.
- ✓ Contact the University Health Administration Office to assist them in information gathering.
- ✓ Do not come to school.

4. If you test positive for infection:

- ✓ Follow the instructions given by your health center.
- ✓ Contact the University Health Administration Office to assist them in information gathering.
- ✓ Do not come to school.

5. If someone you live with has been identified as a close contact

If you are suspected of close contact, even if you haven't been identified as a close contact:

- ✓ Contact the University Health Administration Office for guidance.

Local medical institutions, such as family doctors, or your local Novel Coronavirus Consultation Center

- Municipal Health Centers (Outside of Nagoya City)

* Open 24 hours a day

- Ward Health Centers (Within Nagoya City)

* Nights and holidays:

Night and holiday consultation services

In the case of hospitalization
or other measures

**Nagoya University the Health
Administration Office (Higashiyama)**

Phone: 052-789-3970 (Weekdays: 8:30 - 17:15)

E-mail: hokekan@htc.nagoya-u.ac.jp

(After hours, please contact via email)

When contacting the University Health
Administration Office:

- ✓ Students should contact their advisor or their undergraduate/graduate school's students affairs section.
- ✓ Faculty/staff should contact their supervisor.
- ✓ The supervisor should report to the head of the department or undergraduate/graduate school.

*University Health Administration Office
Novel Coronavirus Information website



- ✓ Employees of the University Hospital should follow separate hospital guidelines.
- ✓ Students and faculty/staff at Tsurumai Campus who are not hospital employees should follow these guidelines.

Communication System in the Case the Health Administration Office Receives Information (on campus)

Nagoya University Health Administration Office (Higashiyama)

Tel: 052-789-3970 (weekdays: 8:30 - 17:15)

E-mail: hokekan@htc.nagoya-u.ac.jp

(After hours, please contact via email.)

Contact

Director of the General Affairs Department (052-789-2007)

Manager of the General Affairs Division (052-789-2008)

Facilities Director (052-789-5988)

Faculty/Staff members of the General Administration

General Administration:

Information sharing among the University
Executives
(Vice Presidents, etc.)
(Directors, etc. of the General
Administration)

Students and faculty/staff members of the Schools/Graduate Schools

School/Graduate School:

Information sharing among
Schools/Graduate Schools
(Deans of the Graduate Schools,
Deans of the Schools, etc.)
(Directors, etc. of the Administration
Department)

Information
sharing

Information
sharing

Contact

Contact

- Contact the family of the faculty/staff member
- Contact the Manager, etc. of the faculty/staff member

- Contact the family of the student or faculty/staff member
- Contact the student's academic advisor, etc.
- Contact the Manager, etc. of the faculty/staff member

Nagoya University Novel Coronavirus Infectious Disease Risk Management Task Force Meeting

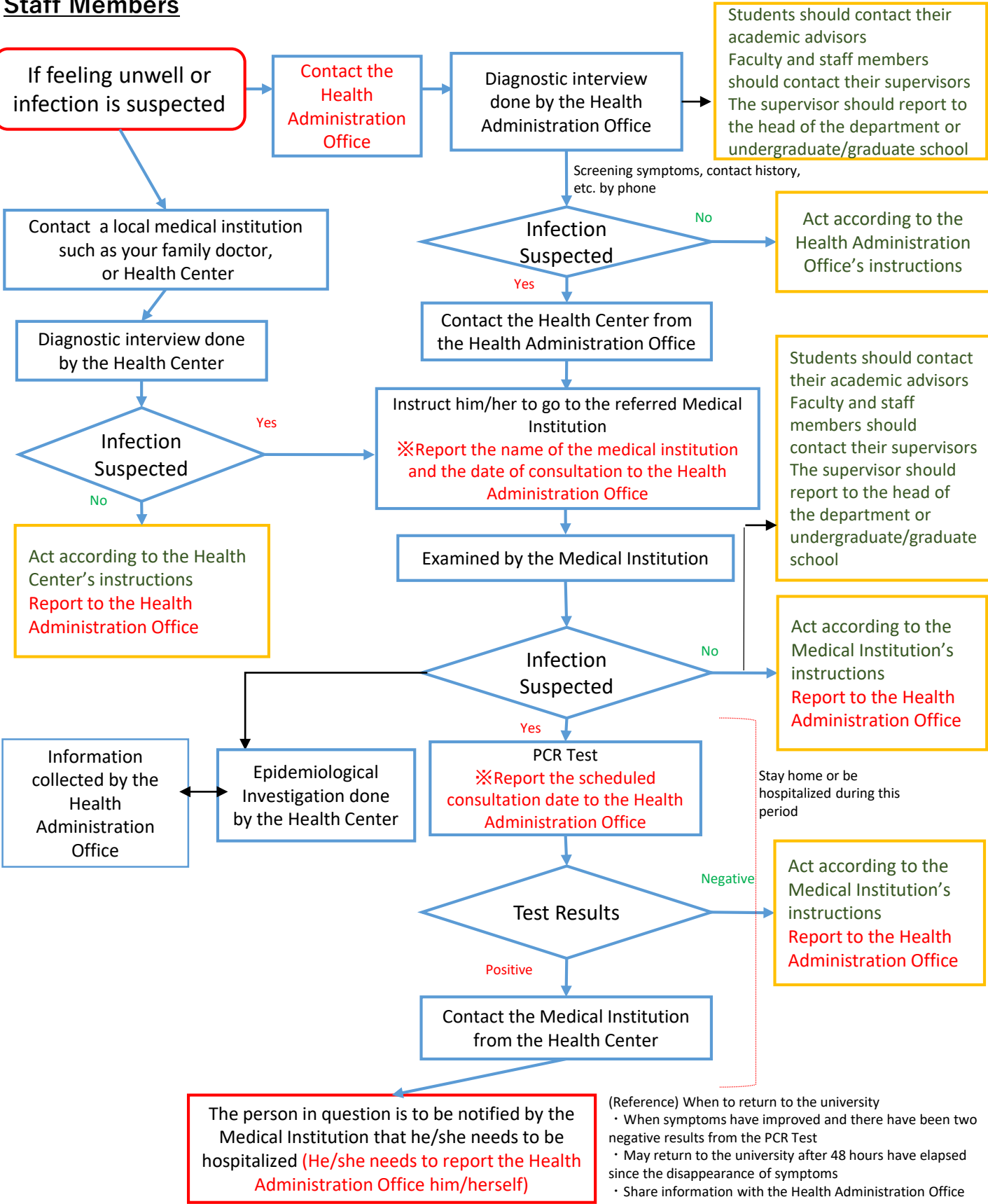
General Affairs Department

TEL: 052-789-2008 (weekdays)

E-mail: corona@adm.nagoya-u.ac.jp
(Any time during the night and
holidays)

- ✓ Employees of the University Hospital should follow the hospital guidelines prescribed separately.
- ✓ Students and faculty/staff at Tsurumai Campus who are not hospital employees should follow these guidelines.

1. Flow of Infection Confirmation and Hospitalization for Students, Faculty and Staff Members



✕Regardless of what is written above, request those who have cold-like symptoms not to come to the university.

2. Actions to be taken if any student, faculty, or staff member of the university has been confirmed as a person of close contact by a public health center

- Persons identified as a “person of close contact” by a public health center, be it student or faculty or staff member, shall follow the health center’s instructions and stay at home, etc.
- If any family members living together become close contacts, the student, faculty or staff member shall contact the Health Administration Office.

3. Flow of actions to be taken if any student, faculty, or staff member of the university has become a person suspected of close contact

○If a student is suspected of having been in close contact, they shall stay at home, etc.

○For the faculty and staff members:

- Those suspected of having been in close contact shall basically stay at home, etc.
- If it is possible to work from home, they shall consult with their supervisor and work from home.
- The responding supervisor shall report to the head of the department or undergraduate/graduate school to share the information.

(Guide for resuming regular work)

- When the “person suspected of infection” whom the faculty or staff member came into contact with is determined “negative” by the Health Center
- The faculty or staff member is in good health

Nagoya University's Guide for Determining a "Person Suspected of Close Contact"

Nagoya University has defined a "person suspected of close contact" as: someone who has come into contact with an infected person on or after 2 days prior to the day when he/she developed the disease and any of the following conditions are met.

• A person who lives in the same dwelling (including dormitories, etc., that have communal/shared areas) with or has had prolonged contact (including inside cars, airplanes, etc.) with an individual suspected of being infected with the novel coronavirus infectious disease.

(Examples)

- Talked face-to-face for 15 minutes or more without wearing a mask.
- Had a meal at the same table.
- Spent some period of time together in the same room (seminars, in a lab works, meetings, office work, etc.) without wearing a mask.
- Made physical contact such as touching with his/her hands.

*At the present time, the identification of a "person of close contact" by active epidemiological investigation shall be done by the Health Center.

* However, even if a person is wearing a mask, the person may be identified as a close contact if working in close proximity to an infected person.

(Reference)

○National Institute of Infectious Diseases, Infectious Disease Surveillance Center (April 20, 2020)

●"Patient(Confirmed Case)" refers to "persons who have been suspected of the Novel Coronavirus Infectious Disease due to clinical signs etc., and confirmed positive for the disease by testing."

●"Infection Period of Patient (Confirmed Case)" shall be the time period between 2 days before symptoms of suspected Novel Coronavirus Infectious Disease (See below) including fever and acute respiratory symptoms such as coughing and breathing difficulty appeared, and the day quarantine began.

* Fever, coughing, breathing difficulty, malaise, sore throat, nasal discharge/congestion, headaches, joint/muscle pain, diarrhea, nausea/vomiting, etc.

●"Close Contact Person" shall any persons who have come in close contact with a Patient (Confirmed Case) during their Infection Period, and who fall under the following categories.

- A person who lives with or has had prolonged contact (including inside cars, airplanes, etc.)

with a Patient (Confirmed Case)

- A person who has examined, nursed, or taken care of a Patient (Confirmed Case) without appropriate infection protection

- A person who is likely to have directly come into contact with contaminants such as respiratory secretions or body fluids of a Patient (Confirmed Case)

- Additionally, a person who has come into contact with a Patient (Confirmed Case) by being within a distance where physical contact with his/her hands is possible (about 1m) for over 15 minutes without necessary infection prevention measures in place (the infectivity of a patient will be comprehensively determined based on their respective circumstances such as the surrounding environment, the state of contact, etc.)