

**To All Students, Faculties, and Employees of Hamamatsu University School
of Medicine**

2.6.2020 Hamamatsu University School of Medicine

There has been reports on epidemic of Novel Coronavirus which was originated from Wuhan of Hubei Province (China) and spreading in the world including Japan. On Jan 31, WHO declared "Public Health Emergency of International Concern, PHEIC" , and there is a strong concern that the number of patients will increase and spread more in the world. On Feb 1, Japan government designated the Novel Coronavirus as "Designated Infectious Disease" under the Infectious Diseases Act of Japan and also "Quarantinable Infectious Diseases" under Quarantine Act of Japan. At this point, the pathogenicity and transmission capacity of this Novel Coronavirus is still under investigation. We strongly advice every personnel to follow the caution below to avoid unnecessary exposer or infection spread.

1. On Jan 31, Ministry of Foreign Affairs of Japan raised Travel Advice & Warning for entire China except Hubei Province to Level 2 'Avoid Non-essential travel'. Level 3 'Avoid all travel' for Hubei Province including Wuhan is still maintained. Please avoid unnecessary travel to China until the epidemic is controlled.

2. Student, Faculty and Employee who have visited or returned from China and have symptoms of cough or fever (37.5°C or higher) etc, you must self-report to a quarantine officer. Also, please report to your department and University Health Administration Center (hac@hama-med.ac.jp). Even if you do not have any symptoms, you must take caution and monitor yourself (record your body temperature and physical condition daily) for 2 weeks after arriving in Japan. You should avoid contacting with other people and stay at home. Please report your condition daily by email to your department and University Health Administration Center. If you develop fever (37.5°C or higher) or cough or any other respiratory symptom after arriving in Japan, do not visit medical agency directly. Please contact the University Health Administration Center for instructions. All personnel who has been in 'close contact' with a patient or

person from China (described below) will be asked to follow the same protocol as above.

3. The definition of `close contact` will be as follows: without enough precaution against infection (eg. goggle, protective clothing, N95-face mask); 1) Direct contact with travelers/symptomatic patients or their body fluid/discharge (such as sputum, sweat excluded). 2) Face-to-face contact within 2 meters limit.
4. At this time, the infection seems to spread mainly by contagion (hand, nose) and droplet (cough, sneeze). Please wash your hand with soap and running water often. Adding alcohol disinfection is also effective. To avoid spreading the infection to other people, wear a surgical face mask (Protective effect by wearing a surgical face mask has not been proven).
5. There might be changes in protocol if there is some new information or change in status. Please be aware of the latest information by checking emails or the information below.

[Protocol within the University]

- Flowchart of “Student, Faculty, Employee who have travelled to China or have ‘close contact’ with travelers from China” (please see attached flowchart).

【List of places to “Contact” 】

- Health Administration Center (e-mail: hac@hama-med.ac.jp, TEL: +81-53-435-2156 (weekdays only))
- Student Affair Division (e-mail: kgs@hama-med.ac.jp, TEL: +81-53-435-2202 (weekdays only))
- Personnel Division (e-mail: ssy@hama-med.ac.jp, TEL: +81-53-435-2119 (weekdays only))

【Information Link】

- Report on Ministerial meeting concerning Novel Coronavirus
http://www.kantei.go.jp/jp/singi/novel_coronavirus/
- Ministry of Health, Labour and Welfare HP
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000164708_00001.html
- Ministry of Foreign Affairs HP
<https://www.anzen.mofa.go.jp/>

- Shizuoka Prefecture HP

<https://www.pref.shizuoka.jp/kinkyu/haien20200117.html>

- Japan National Institute of Infectious Diseases

<https://www.niid.go.jp/niid/ja/>