



If you think it's "COVID-19",  
contact the university for advice.

Ver.202301



上智大学  
SOPHIA UNIVERSITY

The flowchart for each situation is shown below.  
In order to protect your loved ones, please contact and consult with the university as soon as possible.  
(There will be no course or grade disadvantage for missing face-to-face classes.)

## A. If you are infected

### 1 Report to the university

【Students】 Enter data on Loyola  
⇒ Questionnaire  
"Report for novel coronavirus infection / close contact"  
【Faculty and Staff】 Forms ⇒ "Report for novel coronavirus infection / close contact"

### 2 Consult with the university

- If you cannot attend face-to-face classes, notify your class teacher
- You may be asked for interview by University

### 3 From recuperation to school attendance

- Follow instructions of the Public Health Center, medical institutions for home remedies
  - Come to university for classes only if permission is given
- ※Not required: [Doctor's permission to return to campus \(Toko kyoka sho\)](#), [entry request form – stating satisfactory recovery from infection](#)

## B. If you are identified as close contact by Public Health Center or medical institutions (incl. contact from the positive)

### 1 Report to the university

【Students】 Enter data on Loyola  
⇒ Questionnaire  
"Report for novel coronavirus infection/close contact"  
【Faculty and Staff】 Forms ⇒ "Report for novel coronavirus infection / close contact"

### 2 Consult with the university

- If you cannot attend face- to-face classes, notify your class teacher
- You may be asked for interview by University

Instruction by Public Health Center, etc

If you take the PCR test

positive

negative

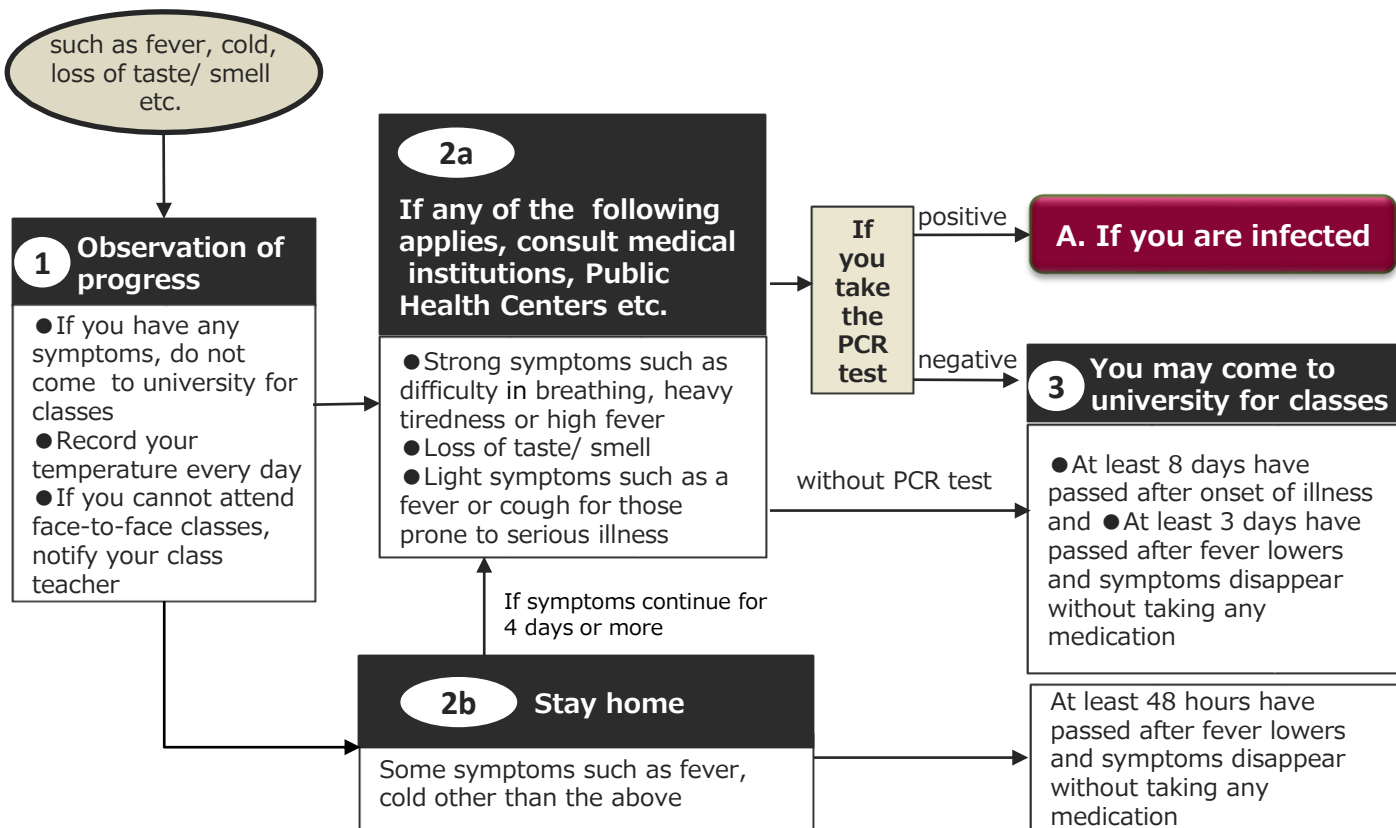
## A. If you are infected

### 3 About entering the campus

- Follow instructions of Public Health Center.
  - In case of no instructions, you are not allowed to enter the campus for 5 days, counting as day one (1) the day following the day on which you had the last contact. However, if the antigen identification test (in vitro diagnostic pharmaceutical) is negative on the day2 and day3, you may enter the campus on the day3.
- ※If symptoms occur, follow C②a

Do not take the test but stay home for standby

## C. If you have symptoms



## D. If your housemate may be infected

Other cases will follow

### ① If your housemate is confirmed as positive

- If the positive housemate is treated outside the home, follow B③.
  - If your housemate needs to stay home for recovery, count the last day of quarantine as day0, and follow B③.
- However, in the case of infection control measures as specified by the Bureau of Social Welfare and Public Health of the Tokyo Metropolitan Government are taken, go to B③ counting as the 1st day after the day of the start of infection control measures.

### ② If your housemate is identified as close contact by Public Health Center

- If you and your housemate who did not take the PCR test have no symptoms, you are allowed to enter campus.
- You may enter campus if PCR result of your housemate is negative and you have no symptoms.
- If your housemate has symptoms, follow ③.

### ③ If your housemate has symptoms of suspected infection, such as fever, respiratory distress

- If your housemate sees a doctor and takes the PCR test, you are not allowed to enter campus until the test result is available.
- If the result is positive, follow ①, if negative follow ②.
- If your housemate did not take the PCR test, he/she is considered positive and follow ①.
- If the symptoms persist for more than 4 days, the patient should be reexamined and a PCR test recommended.

## E. If you had recent contact with the positive

2 days prior up to onset of illness of the positive

- ① talked more than 15 minutes without wearing a mask at a distance of 1m or less.
- ② had a meal together
- ③ extracurricular activities with physical contact; without wearing masks (playing musical instrument etc.); loud vocal exercises
- ④ long hours of working together, sharing items or equipment in laboratories etc.
- ⑤ talked more than 15 minutes inside a car (wearing masks)
- ⑥ over-night activities or traveling



**Please take the following measures, as you may be identified as "close contact"**

- Suspend temporarily contact with others or group activities such as extracurricular activities
- Consult University before coming to work or classes. Or answer the interview by University
- Check temperature and observe health conditions, and if you notice anything unusual notify medical institutions of cases of infection and follow instructions by them.

## Contact information

For contact information for the Health and Wellbeing Center (health counseling, report of infection), the Center for Academic Affairs (classes in general, Loyola), etc., and points to keep in mind in student life, please refer to the "[Novel Coronavirus \(COVID-19\) Infection Prevention](#)".

※Click on the link above or use the QR code on the right to access.

