

# Novel Coronavirus Prevention Handbook



Let's gain proper knowledge to put countermeasures into practice.

Currently we are confirming and editing correct information, and there might be new information that emerges in the future.

Produced by Yamagata Prefecture

## Table of Contents

Step 1:	Let's Find Out About the Novel Coronavirus	p 1-6
Step 2 :	What Each One of Us Can do	p 7-9
Step 3 :	What We Can Do at Home and in the Workplace	p 10-11
Step 4 :	Rules of Thumb Regarding Going to School or Work	p 12-14
Step 5 :	Proper Mask Wearing and Hand-washing Methods	p 15-16
Other :	Find out more	p 17
	Contact the following office for advice.	p 18
	An example of the "new lifestyle"	p 19

Keep your surroundings clean. p 20-21

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With the cooperation of: Okuramura Clinic, Dr. FUKASE Ryu, General Practitioner

Direct inquiries to the following office: Yamagata Prefecture Health and Welfare Planning Section, Office in Charge of Pharmaceutical Affairs and Countermeasures Against Infection Disease

TEL: 023-630-2315 FAX: 023-625-4294

Step 1

### Let's Find Out About the Novel Coronavirus What's a Virus?

A virus is very small, about 1/10,000 of 1 millimeter.

Unable to live on its own, it reproduces by getting into the cells of living things. We human beings have been living closely with viruses for a long time.

The coronavirus is one of the viruses that cause the same symptoms as the common cold, and the novel coronavirus is one of them.



# What kind of symptoms does a person have when infected?

Although the novel coronavirus does not always cause symptoms, it basically causes the same symptoms as the common cold. In some cases, the infected person cannot smell or taste things.

### Common Symptoms



Fever (37.5 °C or higher)



Coughing and shortness of breath



Feeling weak

### An infected person might also have these symptoms.



Sore throat



Runny nose



Vomiting or nausea



Diarrhea

### What's the treatment? Are the symptoms severe?

### There is no definitive treatment.

It is a new coronavirus, there are a lot of things that we don't know about it and there is still no vaccine or highly effective drugs. Therefore, treatment is administered based on the symptoms. On the other hand, it is also a disease that many people are able to overcome through their own immune system (system that protects the body from viruses, etc.).

# The novel coronavirus has a higher rate of worsening condition among infected people than does the common cold virus.

Eighty percent of infected people are either asymptomatic or only have mild symptoms. However, about 10% develop severe pneumonia, and between 3% and 5% become life-threateningly ill. The novel coronavirus is characterized by its higher rate of worsening condition than the common cold. And since there is no specific drug that can be used if a person's condition worsens, its treatment is limited, which is the scary thing about this virus.

Those prone to becoming severely ill from the novel coronavirus are elderly people, people who smoke, people with diabetes, or with heart failure, or with chronic respiratory disease (disease of the trachea or lungs), or with high blood pressure and/or with cancer.

Though the death rate among people infected with the novel coronavirus is not accurately known, 1,264 people had died from the disease in Japan as of August 30, 2020. However, since 3,323 people died in 2018 from causes directly related to influenza, which infects many people every year, we must take the same precautions for influenza.



# How do you get infected with the novel coronavirus?

The virus adheres to mucous membrane cells to enter the body. The mucous membrane that is initially infected is near the surface of the body, in the nose, mouth (throat) and conjunctiva (eyes). A person catches the novel coronavirus from an infected person between 2 days before showing symptoms and 7 to 10 days after showing symptoms.



About 80% of people who are infected with the novel coronavirus do not appear to infect others regardless of whether they have severe or mild symptoms. On the other hand, one person can infect many people under conditions in which the infection can easily spread, such as crowded places and places with poor ventilation.

I think that before the uproar over the novel coronavirus, we thought that it we would be "alright if it was only like a cold." It is believed that the novel coronavirus steadily spread because there were infected people without symptoms and people with a slight cold came in contact with various different people.

And so, the best strategy to stop the spread of infection is for everyone in the country and the prefectures to work together to "reduce contact with others."

Thanks to the fact that a state of emergency was declared and that people cooperated with one another, the spread of the novel coronavirus in Yamagata Prefecture has been contained for the time being.

However, no one knows when a second wave of infection might come. After overcoming the first wave, what we can do is get prepared for a second wave.

### Why do people get infected?

The virus travels in droplets (spray). Droplets are generated when people cough, sneeze or speak loudly. They can also be generated from splattered vomit or feces (water from a bidet). So how do droplets from an infected person enter the bodies of other people?



When a virus enters the body through mucous membranes via the hands



A virus from one person attaching itself to something



Touching a virus that is on something



A virus enters your body through a mucous membrane (mouth, nose, eyes)

Getting infected

Good ventilation is effective against droplets floating in the air. It is also good to wipe off droplets that are attached to surfaces.

While people become infected with influenza from droplets from a person who has symptoms of influenza, what is particularly troublesome about the novel coronavirus is that it can infect people through droplets from an infected person before that person shows symptoms. In order to prevent this, it is effective to wear a mask to prevent droplets from spraying from your nose or mouth.

### **Anxiety and Discrimination**

The novel coronavirus has presented another problem. In addition to being an "unknown infection," it presents the problems of "anxiety" and "discrimination."



It is easy to become anxious about someone whom you cannot see.



Anxiety can be slightly diminished if you can blame or discriminate against another person whom you can see.



Anxiety

If you're not on the offensive, you get anxious

#### | Countermeasures



Staying away from information that fuels anxiety

Don't have anything to do

with offensive or discriminatory

NO!



Appreciate and respect one another

The enemy we are fighting is the virus. It is not other people. I think that it is common for everyone to become anxious and worried.

behavior.

But it doesn't solve anything to blame or discriminate against someone. Novel coronavirus has spread throughout and greatly impacted most of the world. Anyone can get it.

It is not because someone is bad or at fault. What we need in order to overcome the novel coronavirus is to be kind to one another, and have sympathy for and be supportive of one another. Step 2 \_\_\_\_\_

## What Each One of Us Can do

# New Lifestyle

There are a lot of difficult things and things that we cannot do. Let each and every one of us do whatever we can do.

1 | Don't get the new coronavirus



The most effective thing is to wash your hands with soap and water.



Alcohol is also effective.



Staying close to others via telephone, email and social networks

#### Avoid the "Three Cs"!

Closed



Crowded





**Close-contact** 

settings



Thoroughly ventilate the room.



Don't touch yourself above the neck.

places spaces

2 | Don't give the virus to anyone.





Be careful of heavy breathing! (The virus will travel far if you exercise, sing or speak loudly.)

Always wear a mask. (prevent spreading the virus)



Take your temperature and check your physical condition everyday. (When in doubt, take the day off and seek medical advice.)



Cover your mouth and nose with your arm when you cough or sneeze.



Also use a handkerchief or tissue.

### 3 | Don't bring it home with you

Wash your hands and face as soon as you get home. Take a shower as soon as possible after you have been in a crowded place.



Wash your hands or take a shower as soon as you get home.





### 5 | Be prepared.



Step 3 \_\_\_\_\_

## What We Can Do at Home and in the Workplace

### Wash your hands frequently.

Wash your hands diligently and sanitize with alcohol when you go out or come home.



Let's do as much as we can.

- $\cdot$  Social distancing
- · Keep rooms ventilated.
- $\cdot$  Wear a mask if it is not possible to socially distance or if the air is not ventilated.
- $\cdot$  All of us need to be sure to cover our mouth when coughing.

#### Keep things clean.

Frequently wipe surfaces where the virus might be, more than once a day. What do you often touch at your home or workplace?

- Places used by everyone : Living room, Refrigerator, Reception counter, Copy machine
- Places that people often touch : Doorknobs, Electric switches, Personal computers, Armrests on chairs, Remote control devices
- Places where saliva is prone to be found : Dishes, Area around sinks, Lavatories

(Please see "Keep your surroundings clean," p. 20-21.)

### When in doubt take some time off.

Top priority must be given to taking some time off if you feel that you might be sick.

Even if you aren't there to do the housework or other work that only you can do, spreading the virus would be even more harmful.

Therefore

- · How will your time off be categorized?
- · Are you guaranteed to get paid?
- $\cdot$  Who should you contact if you are going to take time off?

We must share information about this.

### Points for when a family members gets ill



Separate rooms





Have only one person take care of the person who is sick.

Wash your hands often.





Make sure the rooms are well ventilated.



Sanitize things that everyone touches with their hands.





Close trash containers tightly.

Step 4

### Rules of Thumb Regarding Going to School or Work

| Take some time off if you catch a cold.

They say that you are most likely to contract the novel coronavirus from an infected person just before or after that person shows symptoms.

Infectiousness occurs between 2 days before symptoms appear and around 7 to 10 days after symptoms appear, after which infectivity becomes very low.

Infectiousness is gone after 8 days. Therefore, the most important thing is **to stay at home and rest if you catch a cold.** 





Yeah, but I can't take time off.



If I take time off, some people will be sad or troubled.



It's great there are people and things that you care about that much.



But if people whom you care about catch your "cold," you might not be able to do anything for those people.



In order to be there for people whom you care about, you have to be sure that they do not catch your cold.



Once you get better, if someone catches a cold, tell them, "It's okay to take some time off."

I know that people have jobs, housework, and school to do.

But, one of the reasons that the infection spread was because we were not vigilant enough, thinking that "It's only a cold. No big deal. " Let's create an environment, atmosphere and culture in which people can take time off even for a slight cold.

# | If you would like to consult a medical professional regarding your physical condition or worries



### People in close contact should also take some time off.

People in close contact are those who are near a person who is sick and who might be infected. People in close contact with a sick person must stay at home.



Living with a sick person

Even in a car or on plane



Have spent a long period of time with a sick person



Examining, nursing or otherwise caring for a sick person without taking the necessary precautions Sick person



People in close contact with

a sick person



Coming in direct contact with the saliva, feces or other bodily fluids of a sick person



Being within 1 meter of a sick person for 15 minutes or more without taking the necessary precautions

# What if an employee's family member has been in direct contact with a sick person?

#### Question

It has been determined that an employee's family member has been in direct contact with a sick person. Although the employee does not show symptoms, is it okay for that person to go to work?

#### Answer

An employee does not have stay to home just because a family member (someone living with the employee) has been in direct contact with a sick person. However, the employee's family must take preventative measures against infection at home, including wearing a mask and thorough hand sanitization. If the employee realizes that he or she is ill after having monitored his/her own condition, that employee should refrain from going to work and a public health center should be contacted.

If a family member is attending school, confirm with a public health center whether or not the student can go to school and discuss the matter with them. Also, please immediately inform the school what the health center has told you. (If infection is widespread in the prefecture, the student will have to stay home.)

# Regarding proof of a negative test result or that you have gotten over the virus

Someone has told you "go get tested because it's not corona." "I want to get tested so I can relax knowing that the results are negative." I completely understand how you feel.

Unfortunately, **negative PCR test results for the novel coronavirus do not necessarily mean that a person is not infected with the novel coronavirus.** (While positive test results mean that the person is definitely infected, there is a 30% chance that negative results could be wrong.)

There is no hospital or clinic that can guarantee that a person "does not have the novel coronavirus." Therefore, the policy is to conduct tests if it is suspected that a person is infected based on a medical exam performed by a physician.

At the present time, since proof cannot be issued stating that a person has tested negative or has gotten over the virus, please understand that the workplace must not require documented proof, other than a medical certificate required for overseas travel.

Reference materials)

Summary of an active epidemiological investigation on a person who is infected with the novel coronavirus ; Novel coronavirus information from the Infectious Disease Surveillance Center, National Institute of Infectious Diseases :

Countermeasure required from companies and individuals :

Japanese Society of Travel and Health

Occupational Health Committee, Japan Society for Occupational Health, Society for the Study of Overseas Job-related Health Management

Step 5

### Proper Mask Wearing and Hand-washing Methods

#### | Mask

Although it is okay to wear the same mask all day, please be careful not to forget to keep hydrated and take breaks. Also, be careful of heat stroke; when it's hot, maintain social distancing and take off your mask.

You should wear a mask if you are in a poorly ventilated room or if you cannot socially distance. On the other hand, if you can properly social distance outdoors, it is important to remove your mask when the situation allows.

Children the ages of two and under should not wear a mask because of the danger of suffocation or heat stroke.

### Straighten out the pleats (wrinkles) before putting it on.



\* The inside surfaces of masks may differ depending on the particular product. Please read the information on the package.

#### | Fit it to your nose.



Droplets get in through "openings." Please wear your mask so that there are no openings.

### Examples of the right way and the wrong way



Remove the mask with the rubber bands without touching the surface.

#### Example of the wrong way



Do not touch the surface of the mask. NG! ×Your nose is exposed. ×Bring the mask down to your chin. ×Put it in your pocket.

#### Question about the mask

- Q: What do I do when I'm on a break or eating?
- A : Put it in a plastic bag, seal the bag and use it again when you are working. (Fold the mask inside out on that the virus con't get in
  - (Fold the mask inside out so that the virus can't get inside.)
- Q: How about a cloth mask?
- A : Prevents your own droplets from dispersing. Please wear the mask so that it covers your face from your nose to your chin. Please wash it with detergent and use it again.

 Proper way to wash your hands



#### Wash your hands.

The best thing you can do is to wash your hands a lot. Be sure to use hand cream so you don't get chapped hands.



After you have washed your hands, wipe them with a clean cloth towel or paper towel.(Don't share towels with anyone. Change them frequently and throw away the paper towels after using them.) Other

## Find out more

| Instructions for overcoming the novel coronavirus



What's the coronavirus? (For elementary school children)



Knowing the three faces of the novel coronavirus - Break the vicious circle -



You can find out if you might have come in contact with a person infected with the virus. (Novel coronavirus contact-tracing app)





**Google Play** 

App Store

If an infected person records his/her positive results, people are notified of their contact history if they have been within 1 meter of that person for more than 15 minutes over the past 14 days.

You can use it with peace of mind because it does not involve direct use of personal information.

\*Download for free

Other

## Contact the following office for advice.

Worried that you might have been infected with the novel coronavirus (Open 24 hours a day)

Consultation Center

**€0120-88-0006** 

# Worries about the novel coronavirus (Every day from 8:30 am to 6:00 pm)

#### Regarding mental health (Weekdays 8:30 am to 5:15 pm)

Throughout the prefecture: Yamagata Prefectural Mental Health Welfare Center	<b>L</b> 023-631-7060
Yamagata City: Yamagata Municipal Health Center	<b>C</b> 023-616-7275
Murayama area: Murayama Public Health Center	<b>C 023-627-1184</b> Except Yamagata City
Mogami area: Mogami Public Health Center	<b>C</b> 0233-29-1266
Okitama area: Okitama Public Health Center	<b>C</b> 0238-22-3015
Shonai area: Shonai Public Health Center	<b>C</b> 0235-66-4931

### Other consultation (Weekdays 8:30 am to 5:15 pm)

Yamagata Prefectural Office, Health Welfare Plannir Division, Office in Charge of Pharmaceutical Affairs Countermeasures Against Infection Disease	
Yamagata City: Yamagata Municipal Health Center	<b>L</b> 023-616-7274
Murayama area: Murayama Public Health Center	<b>C</b> 023-627-1100 Except Yamagata City
Mogami area: Mogami Public Health Center	<b>L</b> 0233-29-1268
Okitama area: Okitama Public Health Center	<b>L</b> 0238-22-3002
Shonai area: Shonai Public Health Center	<b>L</b> 0235-66-4920

\*People with hearing disorders should consult the Health and Welfare Planning Section by fax. FAX : 023-625-4294 (Weekdays 8:30 am to 5:15 pm)

18 | Other : Contact the following office for advice.

# The New Lifestyle



2 meters

settings

TAKE

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Bal

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### **Practical Examples**

#### Basic Infection Prevention



- □ Stay at least 2 meters away (or at minimum, 1 meter away) from other people
- UWhen conversing, avoid being directly in front of each other whenever possible
- D Whether talking indoors or outdoors, if you cannot maintain proper distance, wear a mask even if you do not feel any symptoms. However, please be careful of heat exhaustion in the summer.
- U When you return home, please wash your hands and face first. If you went somewhere with many people, change clothes and take a shower as soon as you can
- Properly wash your hands with soap and water for approximately 30 seconds (Hand sanitizer is also possible)
- When meeting with high risk populations, such as the elderly or those with chronic illnesses, pay more attention to your health

#### Preventing Infection While Travelling

- Refrain from travelling to and from areas with high infection rates.
- Keep track of the people you meet and where you meet in the case you have symptoms. Also utilize a contact-tracing app.
- Stay up-to-date with the infection status of the various areas

#### Daily Life in the New Lifestyle

- □ Frequently wash and sanitize hands □ Observe proper coughing etiquette
- □ Frequently ventilate (Keep indoor temperatures below 28 °C with air conditioning)
- Maintain physical distancing Avoid the Three C's (Crowded areas, Closed space)
- D Be mindful and implement the proper lifestyle choices for individual health conditions, such as for exercise, food, non-smoking areas, etc.
- Check temperature and health condition every morning If you have feverish or cold-like symptoms, don't push yourself and rest at home

#### 3) New Lifestyle for Various Situations

#### Shopping

- Shop online
- D Shop by oneself or in small groups during off-peak hours
- Pay electronically
- Plan ahead and shop quickly
- Avoid touching samples or displays
- D When lining up for check out, keep a
- distance between those in front and behind you

#### Leisure and Sports

- Choose parks and places during off-peak hours
- Keep a distance when weight training or doing yoga Also consider home workout videos
- Jog in small groups
- Keep a distance when passing by others
- Utilize reservation periods for comfort Do not stay for long periods of time in small spaces
- Sing or cheer while maintaining distance or via online

#### 4 )New Working Style

- Remote work or rotating shift work Stay comfortable with staggered work hours
- Conduct meetings online Provide a spacious office area U Wear masks and ventilate spaces for in-person meetings

**Public Transportation** 

Utilize take-out or delivery services

Sit side-by-side and not face-to-face

Participating in Events

Utilize contact-tracing apps

do not participate

Avoid sharing plates and serve individually

If you have feverish or cold-like symptoms,

Concentrate on eating and refrain from chatting

Avoid serving alcohol and sharing glasses or sake cups

Use other transportation methods like walking or bicycling

Limit conversing

Avoid peak hours

Enjoy meals outdoors

Meals

 For businesses, please plan and enforce a strategy to prevent the spread of infection following the "Guideline to Prevent the Spread of Infection" created by related organizations.













Tiếng Việt



Enalish

中文(简体字)

中文 (繁體字) 한국 · 조선어 Português Tagalog

やさしいにほんご

#### <Reference>

# Countermeasures against the novel coronavirus Keep your surroundings clean.

# Please wash your hand carefully with bar soap or liquid hand soap and water.



You can eliminate a lot of virus by carefully washing your hands. There is no need to also use an alcohol-based hand sanitizer.

Hand washi	Remaining virus	
Without hand washing		About 1 million viruses
After washing your hands together for 10 seconds with bar soap or liquid hand soap, rinse them with water for 15 seconds.	Once	About 0.01% (hundreds of viruses)
	<b>Twice</b> (repeat)	About 0.0001% (a small number of viruses)

Source: Koji Mori et al. The Journal of the Japanese Association for Infectious Diseases, 80: 496 500, 2006

Hot water, chlorine bleach and some detergents are more effective than alcohol for sanitizing things that we often touch such as dishes, handrails and doorknobs.



#### <Reference>

# How to make liquid sodium hypochlorite of a concentration of 0.05% or greater



#### Below is an example of a product with sodium hypochlorite as its main ingredient. The concentration will depend on the product. Therefore see below.

Manufacturer (In Japanese syllabary order)	Product name	Example of how to make it
Као	Haiter Kitchen Haiter	1 liter of water with 25 ml of the product (1 capful of the cap that comes with the product) Sodium hypochlorite generally dissolves slowly, as its concentration level drops. If using this product within 3 months of purchase, you should use 10 ml (1/2 capful of the cap that comes with the product) with 1 liter of water.
Kaneyo-soap	Kaneyo Bleach Kaneyo Kitchen Bleach	10 ml of the product with 1 liter of water (1/2 capful of the cap that comes with the product)
Mitsuei	Bleach Kitchen Bleach	10 ml of the product with 1 liter of water (1/2 capful of the cap that comes with the product)

#### [Private brand]

Manufacturer (In Japanese syllabary order)	Product name	Example of how to make it
Ion Group (Top Value)	Kitchen bleach	10 ml of the product with 1 liter of water (1/2 capful of the cap that comes with the product)
Seiyu, Sunny, Livin (Kihonnoki)	Kitchen bleach	12ml of the product with 1 liter of water (1/2 capful of the cap that comes with the product)
Seven & i Holdings (Seven Premium Lifestyle)	Kitchen bleach	10 ml of the product with 1 liter of water (1/2 capful of the cap that comes with the product)

\*In addition to the above, there are many other products that contain sodium hypochlorite.

This is for how to use detergent.



