

# Flowchart: When you suspect of being COVID-19 “Close Contact”

If you feel unwell, please act following the Flowchart “When feeling unwell”

Do any of the followings apply to you?

- ① Contact with a person testing positive outside of TU
- ② Family member/Co-resident took PCR test
- ③ Family member/Co-resident was identified as a “Close Contact”
- ④ Family member/Co-resident was given instructions to stay at home from his/her daycare/educational institution
- ⑤ A positive case was confirmed in your lab./workplace/extra-curricular activity club

NO → Return to University

YES

Please monitor your health at home and report according to the applicable number, and follow the instructions.

- Faculty and staff must submit leave requests; students must report absences.
- Start filling out the Health Monitoring Sheet (Refer to Med website).



① → Faculty in Basic Medicine · Staff/Students must report promptly to Research Safety Office/Academic Affairs sec. **via Google Form.**

<https://docs.google.com/forms/d/e/1FAIpQLSdJfyCTDx0VyBDJ2BwxbDgFnubKN-vP8ZmkPdNd33CpQWs10A/viewform>

※ Faculty working at TU Hosp. must report to TU Hosp. General Affair Office

:hos-syom@grp.tohoku.ac.jp

- ②③④ → Students (School of Medicine): med-kyo2@grp.tohoku.ac.jp (Academic Affairs sec)  
 Students (School of Medical Sciences): cms-kyom@grp.tohoku.ac.jp (Academic Affairs sec)  
 Graduate Students : m-daigakuin@grp.tohoku.ac.jp (Academic Affairs sec)  
 Int'l students : int-exchange@med.tohoku.ac.jp (International Exchange Office)  
 Faculty (Japanese) : kenkyuanzen@med.tohoku.ac.jp (Research Safety Office)  
 Faculty (Int'l) : int-exchange@med.tohoku.ac.jp (International Exchange Office)

⑤ → Follow the instruction from your lab, workplace etc.

Are you a “Close Contact” ?

NO

Is your Family member/Co-resident a “Close Contact” ?

NO

Return to University

YES

Report via Email to Academic Affairs sec./Research Safety Office/Hosp. General Affairs sec. according to your affiliation.

Is your Family member/Co-resident PCR test positive ?

NO

Return to University after specified isolation period is over.

YES

Report to Academic Affairs sec./Research Safety Office/Hosp. General Affairs Sec. according to the instructions for ① in the blue box above.

Are you a “Close Contact” ?

NO

Return to University

YES

Report to Academic Affairs sec./Research Safety Office/Hosp. General Affairs Sec. according to the instructions for ① in the blue box above.

Are you PCR test Positive?

NO

Return to University after 5 days passed from DAY 0 (last contact day) after isolation period starts. (7 days for hospital)

YES

Go to the Flowchart: “When feeling unwell”