广州市民防控新冠肺炎
健康指引
HEALTH GUIDELINES
FOR GUANGZHOU CITIZENS ON
PREVENTION AND CONTROL OF COVID-19

严格防范
新型冠状病毒
EVERYONE IS RESPONSIBLE FOR
FIGHTING THE EPIDEMIC

广州市卫生健康委员会
广州市卫生健康宣传教育中心
广州市疾病预防控制中心

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Guangzhou Municipal Health Commission
Guangzhou Health Publicity and Education Center
Guangzhou Center for Disease Control and Prevention
HEALTH GUIDELINES
FOR GUANGZHOU CITIZENS ON
PREVENTION AND CONTROL OF COVID-19
Since the outbreak of Coronavirus Disease (hereinafter referred to as COVID-19) in December 2019, the Communist Party of China, Central Committee and the State Council have attached great importance to it. General Secretary Xi Jinping has issued important instructions on many occasions, emphasizing that the life, safety and physical health of the people should be put first. Careful plans should be formulated, efforts should be made to carry out the prevention and control, practical and effective measures should be taken to resolutely curb the spreading of the epidemic.

The first priority in the prevention and control of COVID-19 is publicity. Only by raising the public awareness, and the ability on prevention and control can the public protect their own health scientifically and effectively, and cooperate with the health department in the prevention and control of the epidemic situation. In order to correctly guide citizens to take correct protective measures to ensure their safety and healthy conditions, this brochure have been prepared in accordance with the relevant guidelines of the state, provinces and municipalities for effective public use.

The knowledge of COVID-19 is updated every day and deepened gradually. With the deepening of disease research and the change of epidemic situation, some information and measures may be further updated. Please pay attention to the relevant information issued by the authority in time, and we will update it from time to time. Due to the limited writing time, there are inevitable omissions, please correct them!

We believe that under the strong leadership of the CPC Central Committee with Comrade Xi Jinping as its core, we will certainly win the people’s war, the general war and the blocking action for the prevention and control of this epidemic situation by holding firm confidence, working together, preventing and controlling scientifically, implementing precise policies, fully exerting the duty of a responsible person for health, and achieving the mass prevention and mass treatment.

Guangzhou Health Commission
Guangzhou Health Publicity and Education Center
Guangzhou Center for Disease Control and Prevention
February 2020

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COVID-19 Spreading Route and Prevention Map

Basic Information

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<td>Spreading route</td>
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Main routes: respiratory droplet transmission and contact transmission.
To be clarified: aerosol transmission and digestive tract transmission and so on.

Symptoms of infection

<table>
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<th>Common cold</th>
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<tr>
<td>Breathing - no dyspnea or shortness of breath</td>
</tr>
<tr>
<td>Cough - late onset</td>
</tr>
<tr>
<td>Fever - usually normal after 48-72 hours, antipyretic drugs have better effect</td>
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<tr>
<td>General - there is little difference in mental state, appetite and sleep</td>
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<table>
<thead>
<tr>
<th>COVID-19</th>
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<tbody>
<tr>
<td>Breathing - accelerated breathing and even difficult breathing</td>
</tr>
<tr>
<td>Cough - severe symptoms, mainly dry cough, accompanied by sputum sounds, wheezing, affecting sleep</td>
</tr>
<tr>
<td>Fever - High fever for more than 72 hours</td>
</tr>
<tr>
<td>General - poor mental state, poor appetite</td>
</tr>
<tr>
<td>Latent period - 2-14 days, 7 days on average</td>
</tr>
</tbody>
</table>

How to prevent

Wear masks in public

Masks

Useless

Useful

Cautions

- Paper face mask
- Cotton mask
- Sponge mask
- Activated carbon mask

- Medical surgical mask
- N95 face mask

- Face mask: 1.该口罩单独设计适用于医疗和诊所; 2.医用或者卫生级口罩应为三层或以上，根据不同情况使用三层或以上。

- Replacement time: Replace two to three times a day with no significant wear or tear, and replace once every 24 hours with significant wear or tear.

Preparation method: Fold it up after use and place in an airtight bag after disinfecting the outer surface.

Take other precautions

- Others

1. Cover with paper or handkerchief for coughing, sneezing or running nose.
2. Keep the distance of more than 1 meter between people.
3. Avoid crowds as much as possible, and keep indoor ventilation.
4. Take more physical exercises to enhance physical fitness and immunity.
5. Avoid decline of physical resistance, work reasonably, do not stay up late or do not overwork.
6. Pay close attention to fever and cough, and see a doctor in time when symptoms appear.

Scenarios

Correct steps

Cautions

<table>
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<th>Scenarios</th>
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<td>After exposure to an illness or disposal of faces</td>
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7-word formula for washing hands

- Outside |
- Wash your hands |
- Rub your hands |
- Rinse the faucet |
- Wipe your hands |
Chapter 1
Guideline for Personal Protection

1.1 Guideline for Home Quarantine of Close Contacts

I. Keep your home ventilated

Open windows and doors to ventilate as much as possible every day, and use exhaust fans and other mechanical ventilation approaches when the natural ventilation cannot be achieved.

II. Personal hygiene

(I) Try to avoid close contact with other people in your family (at least 1 meter apart), preferably in the downwind direction.

(II) Wear disposable medical masks on a daily basis and replace them after 4 hours or when they get wet.

(III) Pay attention to cough etiquette and hand hygiene. Cover the mouth and nose with paper towels or use elbow protection when coughing, spitting or sneezing. Wash hands with running water and or with hand sanitizer immediately after contact with respiratory secretions.

(IV) Provide a dedicated lidded-waste bin covered with plastic bags. Put the used paper towels, masks and ‘others’ into the dedicated waste bin, and clean it every day. Before cleaning, spray or pour garbage with chlorine-containing disinfectant, with 500 mg/L ~ 1000 mg/L of available chlorine until it is completely wet, and then tighten the plastic bag outlet.

(V) Use the daily necessities separately, wash and disinfect them separately.

III. Medical observation requirements

(I) Take temperature in the morning and evening and record it.

(II) Report the symptoms, such as fever or dry cough, shortness of breath, muscle ache and weakness, to the local community health service center (health center) immediately, wear medical masks, and wait for medical staff to come to the scene for diagnosis and treatment.

(III) The period of medical observation in quarantine is 14 days after the last unprotected contact with the case.

IV. Preventive disinfection

(I) Wipe the surfaces of items in daily contact, such as tables, door handles, telephones, switches, thermos, hand wash basins and pedestal pans, with chlorine-containing disinfectants with 250 mg/L ~ 500 mg/L of available chlorine, and wash them with clean water at least, once a day.

(II) On the ground surface, perform the wet mopping with 250 mg/L ~ 500 mg/L chlorine-containing disinfectants on a daily basis.

(III) Soak common fabrics (such as towels, clothes and quilt cover) in 250 mg/L ~ 500 mg/L chlorine-containing disinfectants for 1 hour or sterilize them by boiling for 15 minutes.

(IV) Boil the heat-resistant items, such as utensils, for 15 minutes or soak them in 250 mg/L ~ 500 mg/L chlorine-containing disinfectant for 30 minutes and rinse them with clean water.
V. Concomitant disinfection

When vomiting, diarrhea and other symptoms occur in close contacts, the pollutants discharged should be disinfected at any time.

(I) Vomitus, excreta and secretion can be collected in special containers, and discharged into the sewer after 2 hours of treatment with 84 disinfectant (available chlorine 5%) at a ratio of 1:5 between the dirt and disinfectant.

(II) If vomitus, excreta, secretion and other contaminants directly pollute the ground, dry towel can be used to cover the contaminants directly. After 30 minutes of penetration with 1:1 diluted 84 disinfectant, wrap and remove the contaminants. Then wipe (mop) the contaminated surface and its surroundings with 1:100 diluted 84 disinfectant cloth (disinfection range is 2 meters around vomitus, and it is recommended to wipe twice).

(III) When disinfecting at any time, open windows for ventilation or use exhaust fans for mechanical ventilation.

(IV) Wear medical masks and rubber gloves before handling contaminants. Take shower and change clothes in time after that.

VI. Terminal disinfection

After the close contacts have obvious symptoms and are sent to hospital, the terminal disinfection for the home should be conducted by the local CDC organization in time.

VII. Common disinfectants and their preparation and use

(1) 84 disinfectant (available chlorine 5%): available chlorine 500 mg/L after dilution at 1:100 of disinfectant and water

(2) 75% ethanol disinfectant: can be used directly.

(III) Daily household disinfectants are prepared and used according to the product label at the concentration to kill the enteropathogenic bacteria.

(IV) Other disinfectants are prepared and used according to the product label at the concentration to kill the enteropathogenic bacteria.

How to define a close contact?

Close contacts refer to those who have one of the following contact situations with suspected cases, confirmed cases and positive cases, but have not taken effective protection measures:

1. People who live, study, work or have close contact with the case, for example, working in close proximity or sharing the same classroom or living in the same house.

2. Medical staff, family members or other people who have similar close contact with the case when diagnosing, treating, nursing or visiting the patients, for example visiting the patients or staying in a closed environment, and other patients and caregivers in the same ward with the case.

3. People who take the same vehicle with the case and have close contact with the case, including caregivers on the vehicle; other passengers and crew members whose peers (family members, colleagues, friends, etc.) have been found to have close contact with suspected cases, confirmed cases and positive cases after the investigation and evaluation.

4. People who are evaluated as meeting the definition of other close contacts by the field investigators.
1.2 Guideline for Centralized Medical Observation for Close Contacts

I. The medical observation period is two weeks (14 days), namely, 14 days after the last contact with the COVID-19 patients or 14 days after the arrival at Guangzhou from Hubei.

II. Pay attention to personal hygiene
   (1) Live independently, do not drop around, leave the room or visit each other. Avoid close contact with others (at least 1 meter apart), preferably in the downwind direction.
   (2) Wear disposable surgical masks on a daily basis and replace them after 4 hours or after they are wet.
   (3) Pay attention to cough etiquette and hand hygiene. Cover the mouth and nose with paper towels or use elbow protection when coughing, spitting or sneezing. Wash hands with running water and hand sanitizer immediately after contact with respiratory secretions.

III. Keep room ventilated, open windows and doors as much as possible every day, and use exhaust fans and other mechanical ventilation approaches when the natural ventilation cannot be achieved.

IV. In principle, no visits are allowed. If visits are necessary, visitors must obtain the consent of working staff, and the personal protection should be strictly carried out in accordance with regulations to avoid close contact with each other.

V. Medical observation requirements
   Cooperate with the working staff in visit and medical observation, including body temperature measurement (in the morning and evening every day) and health examination, and cooperate with the relevant working staff in room disinfection.

VI. If there is fever or other discomforts, contact the working staff in time.

VII. Keep the optimistic attitude and have regular work and rest.

VIII. Relax your mood by watching TV or communicating with friends and relatives via the Internet, telephone and other means.
1.3 Guideline for Prevention and Control of COVID-19 in Citizens

I. Scientific understanding to eliminate panic and avoid fluke mind

(1) Pay attention to the development of the epidemic and understand the clinical symptoms, transmission routes and prevention methods of COVID-19 and the address of fever clinic in the regular hospital near the residence. See Page 31 for details by scanning a QR code.

(2) Maintain a good mentality, be positive and optimistic, treat the epidemic situation rationally, and do not start or spread rumors.

(3) Follow the guidelines to avoid carelessness or fluke mind.

II. Minimize outings

(1) Avoid going to areas where disease is prevalent.

(2) Do not go to the crowded public places as far as possible, especially places with poor air mobility, such as public baths, hot springs, cinemas, Internet cafes, bars, KTV, restaurants, shopping malls, farm produce fairs, stations, docks, etc.

III. Personal protection and hand hygiene

(1) It is necessary to choose and wear masks properly according to different usage scenarios. Disposable medical or surgical masks are recommended for daily use of the public, and medical protective masks (N95 and above) are recommended for persons at higher risk and high risk of exposure. Correct wearing of masks can effectively reduce the risk of infection. Take disposable medical masks and medical surgical masks as an example. The order of wearing is as follows:

1. The nose clip side is upward and the dark side is outward (if the color is indistinguishable, the folds are downward);
2. Pull the folds up and down to cover the mouth, nose and jaw;
3. Use the fingertips to follow along the metal bar of nose bridge, from the middle to both sides, press slowly inward until it is close to the nose bridge;
4. Adjust the mask appropriately for the surroundings of the mask to fully fit the face.

Wear a mask when going out. Wear a medical mask and replace it every 4 hours if possible.

How to Choose a Mask
Wear Masks
(II) Keep hands hygienic at all times. Wash hands frequently; avoid touching the mouth, nose and eyes with hands; cover the mouth and nose with paper towels or elbows when sneezing or coughing; reduce exposure to public goods and parts in public places; wash hands with hand sanitizer or soap and running water after returning from public places, coughing or sneezing, before meals and after toilet, or use alcohol-based hand sanitizer.

A professional 7-step hand washing method is used for hand washing or hand disinfection (the same steps are used for hand washing and hand disinfection). Take hand washing as an example. The specific steps are as follows:

**Step 1:** Wash the palms. Wet the hands with running water, apply the soap, and both hands rub with palm to palm and fingers together;

**Step 2:** Wash the back of the hands. Both hands cross and rub with palm to hand back, and then exchange;

**Step 3:** Wash the fingers. Fingers cross and rub with palm to palm;

**Step 4:** Wash the finger backs. Bend the joints of each finger, put the finger back on the palm of the other hand with half clenched, rotate and rub, and then exchange;

**Step 5:** Wash the thumbs. Rub hands rotationally with thumb in the palm and then exchange;

**Step 6:** Wash the fingertips. Bend the joints of each finger, put the fingertips together and rub in the palm of the other hand, and then exchange;

**Step 7:** Wash the wrist. Rub your wrist and arm and then exchange.

The whole rubbing process should be not less than 20 seconds. Wash hands thoroughly with running water after rubbing. Dry your hands thoroughly with a clean towel or tissue.

### IV. Health monitoring and medical treatment

(1) People should actively monitor the health of individuals and family members, and actively take temperature when fever occurs. If there is a child in the family, the parent should touch the child’s forehead in the morning and evening, and take temperature if there is fever.

(II) If suspicious symptoms occur, patients should actively wear medical masks and seek medical treatment nearby in time. If there are suspicious symptoms of fever and cough, they should go to the fever clinic of the nearest regular hospital in time and try not to take subway, bus and other public transport means, and avoid going to crowded places. Patients should take the initiative to tell the doctor their travel history and people contacted after the onset of the disease within 14 days to help the doctor to carry out the relevant investigations.
V. Maintain good hygiene and health habits

(1) Open windows frequently to keep the home and indoor work places well ventilated.
(2) Family members should not share towels, and should keep their furniture and tableware clean, and air clothes and quilts frequently. Flush after closing the toilet cover.
(3) Do not spit anywhere. Wrap mouth and nose secretions with tissues and discard them in the waste bins, or discard them in pedestal pan/squatting pan at home, and then flush.
(4) Keep the home clean. Wipe and disinfect the frequently-touched surfaces of objects such as mobile phones, computer keyboards, computer mice, tables and chairs, door handles, toilets, close stools, etc. with 75% alcohol or chlorine-containing disinfectants every day, and perform the wet cleaning for house cleaning. Clean your home thoroughly at least once a week.

V) Pay attention to nutrition, enhance immunity, ensure adequate sleep, drink more water and exercise frequently.
(VI) Food (especially meat and eggs) should be thoroughly cooked and boiled, and people should not contact, purchase or eat wildlife (i.e., exotic animals); and should avoid going to the markets for sale of living animals (poultry, seafood, wildlife, etc.) as far as possible.
(VII) Close contacts with confirmed and suspected cases should be observed at home or centrally in accordance with the doctor’s advice, and should cooperate with relevant working staff for the registration investigation.
(VIII) Call Health Hotline 12320 of Guangzhou for consultation of problems if any.

1.4 Guideline for Disposal of the Used Masks and Paper Towels

The used masks and paper towels used to wipe the respiratory tract (oronasal secretions) and cover the mouth and nose at coughing should not be discarded anywhere. They should be handled in the following methods:

I. Masks

It should be gently removed and folded, properly stored and then discarded. Generally, the following steps should be completed, the hand should not touch the outer side of the mask, and droplets attached to the mask should not be raised as much as possible. Do not put the used mask in the bag.
(1) Take off: Take off the mask. If it is a cup mask with a relatively rigid shape among the N95 masks, jump to Step (5) after taking it off and putting it into a plastic bag because it cannot be folded easily.

(II) Fold up: Fold the mask in half.
(III) Roll up: Roll up the folded mask and do not roll up the ear rope.
(IV) Tie up: Tie it up with ear rope.
(V) Pack: Put it into the plastic bags prepared beforehand. If there is no plastic bag, put it into the original packaging bag of the mask.
(VI) Discard: Place the plastic bags in the nearest classified waste bin.
II. Paper towels

We should develop a habit of not discarding paper towels anywhere, and put them into their own plastic bags as far as possible, and then discard them centrally. They can be discarded into the waste bins marked as "Other Wastes".

However, people with fever and cough symptoms should discard the used paper towels into the waste bins (lidded, yellow) labeled as medical waste in the medical and health institutions as far as possible.

After discarding the masks, you should wash your hands according to the standard as soon as possible.

Highlight:

If you are in a health care facility when discarding the paper towels (including seeing a doctor, visits, escorts, work, etc.), be sure to throw the used paper towels in a waste bin labeled as medical waste (lidded, yellow).
1.5 Nutritional Dietary Guideline for Prevention and Treatment of COVID-19

Scientific and reasonable nutritional diet can effectively improve the nutritional status and enhance the resistance, which is helpful for the prevention and treatment of pneumonia caused by novel coronavirus. Chinese Nutrition Society, in conjunction with Chinese Medical Doctor Association, and the Chinese Society for Parenteral and Enteral Nutrition, has formulated the nutritional dietary guidelines for reference by the public and medical institutions based on the characteristics of prevention, control and treatment of pneumonia caused by novel coronavirus, and in accordance with the Chinese Dietary Guidelines (2016 edition) and the Diagnosis and Treatment of Pneumonia Infected by Novel Coronavirus (5th trial version) issued by the National Health Commission.

1. Clinical nutritional dietary guidelines for patients

(1) Nutritional diets for common or convalescent patients
1. Sufficient energy should be guaranteed. Patients should eat 250-400 grams of cereal and potato food every day, including rice, flour, coarse cereals, etc.; adequate protein should be guaranteed, mainly including high-quality protein food (150-200 grams per day), such as lean meat, fish, shrimp, eggs, soybeans, etc. Patients should eat one egg and 300 grams of milk and dairy products per day (yogurt can provide intestinal probiotics, and you can choose more); the intake of essential fatty acids can be increased by cooking vegetable oils, especially the vegetable oils of monounsaturated fatty acids, with a total fat energy supply ratio of 25%-30% of the total dietary energy.

2. Patients should eat more vegetables of more than 500 grams a day and fruits of 200-350 grams a day, and choose more dark vegetables and fruits.

3. Adequate water intake should be guaranteed. Patients should drink water of 1500-2000 ml per day in several times, mainly drinking plain boiled water or light tea. Vegetable soup, fish soup and chicken soup before and after meals are also fine choices.

4. Resolutely stop eating wild animals and eat less spicy and irritating food.

5. People with poor appetite, old people and patients with chronic diseases can supplement protein and micronutrients such as B vitamins and vitamin A, vitamin C and vitamin D in an appropriate amount through nutritional fortified food, formula for special medical purposes or nutrient supplements.

6. Adequate sleep and appropriate physical activity should be guaranteed. Physical activity time should not be less than 30 minutes. Sunshine time should be increased appropriately.
(II) Nutritional therapy for severe patients

Severe patients are often accompanied by loss of appetite and insufficient intake of food, which makes the original weaker resistance much "worse". Nutritional treatment of critically ill patients should be emphasized. For this reason, the principle of procedural nutrition therapy is proposed:

1. More meals, smaller quantities. 6-7 meals per day is conducive to swallowing and digestion of liquid food, mainly eggs, soybeans and their products, milk and its products, fruit juice, vegetable juice, rice flour and other food materials, and attention should be paid to the supplement of adequate amount of high-quality protein. In the process of gradual remission, the patient can take semi-liquid food, which is easy to chew and digest, and gradually transit to ordinary diet as his/her condition improves.

2. If the food fails to meet the nutritional requirements, the enteral nutrition preparation (formula for special medical purpose) can be used correctly under the guidance of doctors or clinical dietitians. For critically ill patients unable to eat normally by mouth, nasogastric tube or nasojejunal tube can be placed, and nutrient solution can be pumped in by gravity drip or enteral feeding pump.

3. If food and enteral nutrients are inadequate or unavailable, parenteral nutrition is required to maintain basic nutritional needs in patients with severe gastrointestinal dysfunction. In the early stage, it can reach 60%-80% of the nutrient intake, and then gradually supplement energy and nutrients to achieve the full amount after the disease is alleviated.

4. Patient nutrition solution should be formulated according to the overall body condition, intake and output, liver and kidney function and glycolipid metabolism.

II. Nutritional dietary guidelines for front-line workers

According to the principle of balanced diet, the nutritional diet of front-line workers should meet the following requirements.

(I) Adequate energy intake should be guaranteed every day. Men intake of 2400-2700 kcal/day and women intake of 2100-2300 kcal/day are recommended.

(II) Daily intake of high-quality proteins should be guaranteed, such as eggs, dairy, livestock and poultry meat, fish and shrimp, soybeans, etc.

(III) A light diet should be provided without fatty foods. It can be flavored with natural spices to increase the appetite of medical staff.
III. Nutritional dietary guidelines for general population

(Ⅰ) A variety of foods should be provided, mainly cereal. Daily diet should include cereals and potatoes, vegetables and fruits, livestock, poultry, fish, eggs and milk, soybeans and nuts, etc. Whole grains, mixed beans and potatoes may be good choices.

(Ⅱ) People may eat more vegetables, fruits, milk and soybeans and have vegetables for meals and fruits every day. They should choose more dark vegetables and fruits, and should not use the fruit juice instead to replace fresh fruits. They should eat a wide variety of milk and its products, especially yogurt, equivalent to 300 grams of liquid milk per day. They should often eat bean products and nuts in appropriate amount.

(Ⅲ) People should eat fish, poultry, eggs, lean meat in appropriate amount, and eat less fat, smoked and cured meat products. It is necessary to put an end to the wild animals as food.

(Ⅳ) Less oil and less salt, sugar and wine controlled. People should have a light diet and eat less high-salt and fried foods, and drink plenty of water, such as 7-8 glasses (1500-1700ml) per day for an adult. It is recommended to drink plain boiled water and tea; not ‘drink’ or drink less sugared beverages. In case of drinking for adults, the amount of alcohol consumed per day by a man should not exceed 25 grams and that by a woman should not exceed 15 grams.

(Ⅴ) Healthy diet and physical exercise. People should take exercise to maintain a healthy weight every day at home and should not overeat to control energy intake and maintain energy balance. People should also reduce the sedentary time and get up and move every hour.

(Ⅵ) It is necessary to put an end to waste. People should cherish food and prepare food as required. Individual serving and use of serving spoons and chopsticks are advocated. People should choose fresh and safe food and appropriate cooking methods. Raw and cooked food should be separated, and the cooked food should be heated thoroughly. People should learn to read food labels and choose food reasonably.
1.6 Guidelines for Mental Health of the Public

I. Learn to control emotions. The public should pay attention to psychological balance and learn to control their emotions and keep an optimistic and cheerful mind.

II. Don't panic or listen to and believe rumors. The public should trust the government and believe in science, keep calm and get information from official channels, and should not listen to and believe in rumors.

III. Keep a normal pace of life. The public should focus on the normal work and life to maintain a normal pace of life.

IV. Maintain good interpersonal relationships. The public should establish and maintain good interpersonal relationships, and obtain support and encouragement from them.

V. Learn self-enlightening. The public should learn some common psychological knowledge and try to eliminate the negative emotions, such as tension, fear, helplessness and anxiety, or divert attention.

VI. Respond to stimuli correctly. The public should respond to various stimuli correctly and learn to abreact appropriately.

VII. Ask for help from a psychological counseling agency. If the public cannot resolve the psychological or emotional problems, they may call a formal psychological counseling agency for help.

Guangzhou Mental Health Assistance Hotline: 020-81899120, 020-12320-5.

1.7 Guidelines for the Public to Seek Medical Treatment during the Epidemic Period

COVID-19 is a new disease. The guidelines are formulated based on current knowledge of this disease, and are applicable to situations where the public seek the medical treatment during the epidemic period.

I. In principle, people should take few visits to or not go to the hospital as far as possible, except when the emergency and critically ill patients must be treated immediately; if they must go to hospital, they should choose nearby medical institution with few outpatient visits to meet their needs and only receive necessary and urgent medical examinations and medical operations, and other items and operations should be made up in later time. If it is possible to choose the department, patients should keep away from the fever clinic, emergency and other departments as far as possible.

II. If a patient needs to go to hospital, he/she should know the situation of the medical institution in advance by network or telephone to make appointments and preparations, and be familiar with the layout of the hospital departments and procedures to minimize the visit time as much as possible.

III. On the way to the hospital and in the hospital, patients and accompanying family members should wear medical surgical masks or N95 masks all the way.
IV. If possible, patients should avoid taking public vehicles to hospital.

V. Patients and accompanying family members should keep hands hygienic at all times, prepare portable hand sanitizer containing alcohol, and keep the distance away from others as much as possible (at least 1 meter) on the road and in the hospital.

VI. If the vehicles are contaminated on the way, chlorine-containing disinfectant or peroxycetic acid disinfectant is recommended to disinfect all surfaces contaminated by respiratory secretions or body fluids.

VII. People should avoid touching the mouth, eyes and nose with their hands and cover the mouth and nose with paper towels when sneezing or coughing.

VIII. After touching the hospital door handle, door curtain, doctor’s white coat and other hospital articles, try to use hand disinfectant. If you cannot disinfect the hands in time, do not touch mouth, nose or eyes. During the treatment in the hospital, the length of stay in the hospital should be reduced as much as possible.

IX. After returning home, the patient should change clothes immediately, wash hands carefully with running water, and wash clothes as soon as possible.

X. If there are suspicious symptoms (including fever, cough, sore throat, chest distress, dyspnea, fatigue, nausea and vomiting, diarrhea, conjunctivitis, muscle soreness, etc.), patients shall see a doctor in time according to the condition and inform the doctor of the activity history in the past 2 weeks.

1.8 Guidelines for Treatment of Fever for Citizens

If citizens have respiratory symptoms such as fever and cough, they must wear masks and go to the fever clinic of regular hospital in our city. The address of the fever clinic can be inquired by scanning the QR code at the end of text.

During this epidemic situation, if fever occurs, the following points still need to be noted:

I. People with fever should stop work, dinner party and other social activities, and should not go to public places and or take public vehicles. In case of on-the-job personnel, they should report their illness to the employer and tell the doctor about the travel history, contact history and medical treatment history truthfully and thoroughly during the visit.

II. Within 2 weeks before the onset, if you have a travel history, activity history or residence history in major outbreak areas such as Hubei, or have contact with patients with fever and respiratory symptoms from Hubei, or have contact with confirmed cases, suspected cases, asymptomatic infected person or close contacts, please go to the nearby fever clinic immediately. Subways, buses and other public transport means are strictly prohibited.
III. If there is no travel history or contact history mentioned above, the patient should go to the fever clinic as soon as possible and avoid taking subway, bus and other public vehicles.

IV. If fever occurs to medical observers in home isolation or centralized medical isolation, they must immediately contact the responsible personnel/institutions responsible for the implementation of health monitoring for medical observation, cooperate with them in the completion of relevant diagnosis and treatment and outbreak management, and follow the doctor’s arrangement after treatment.

V. Even when you are infected with COVID-19, you should adhere to individual prevention and control measures, such as personal hygiene habits, wearing masks, and washing hands frequently.

VI. Citizens should maintain an optimistic attitude to eliminate panic, and actively cooperate with relevant departments to handle the epidemic.

Attachment: Introduction to Fever Clinics in Guangzhou

In order to strengthen the prevention, control and treatment of infectious diseases; with fever as the common symptom, and hold the first pass for fever patients, the medical institutions should establish the special outpatient clinics for fever patients. The fever clinics should be located in an independent area in the medical institutions, and should provide the independent waiting rooms, consulting rooms, treatment rooms and observation rooms with good ventilation and strict disinfection management. Fever clinics are equipped with senior physicians who have undergone strict practice of diagnosis and treatment of infectious diseases, and the medical staff are on duty for 24 hours.

At present, 127 medical institutions in Guangzhou have fever clinics, covering 11 districts.

Fever clinic address in Guangzhou can be obtained by scanning the QR code below via WeChat.
Chapter II
Guidance for Personal Out-going

2.1 Self-protection measures in public places

I. We should avoid contacts with farm animals and wild animals without protection.
II. We should keep constant air-circulation and air-changing in public places; We should wear breathing masks to reduce the risks of contacting pathogens in crowded areas, such as shopping malls, public buses, metro stations and planes.
III. We should cover our mouths and noses totally using paper towels or our sleeves or our elbows when sneezing in coughs; the used paper towels should be put into the closed waste bin immediately; after sneezing, we should wash our hands using soap and clean running water or alcohol-based hand sanitizer.
IV. We should wash hands immediately after returning home; if we have fever and other respiratory infection symptoms, especially the constant high fever, we should go to hospital for treatment in time.
V. We should avoid various gathering and parties during the epidemic season.

2.2 Self-protection measures in fresh markets

I. After getting in contact with animals and its products, we should wash our hands using soap and clean water;
II. We should avoid touching our eyes, noses and mouths;
III. We should avoid contacting animals with diseases and meat under pathological changes;
IV. We should avoid contacts with stray animals, rubbishes and waste water in markets.

2.3 Self-protection Measures in Public Transport

I. We can go out normally if we have no suspicious symptoms before our departures, such as fever, sore throat, chest tightness, dyspnea, fatigue, nausea, vomiting and diarrhea; if we have suspicious symptoms, we should rest at home or go to hospital timely, and take public vehicles after our symptoms become mild.

II. We should wear breathing masks all the time when we stay outside, and the ordinary citizens can wear disposable medical masks or surgical masks.

III. We should pay attention to hand hygiene. We should wear gloves if possible (we can wear disposable gloves or repeatedly wear non-fingerless gloves, and wash and sterilize them after use). We should reduce the contacts of public articles and wash our hands constantly without gloves. After our trips, we should wash our hands immediately under running water with soap, or hand disinfectant with alcohol. We should avoid touching our mobile phones on public vehicles, if possible.

IV. We should pay attention to keeping distance away from other people. We should keep the distance of more than 1 meter between two people and reduce face-to-face communication.

V. We should avoid eating during our trips. If we have to eat, we should wash our hands before eating and touch no food directly using our hands.

VI. We should actively cooperate with the working staff in the body temperature check to reduce the queuing time.

VII. If we have suspicious symptoms during our trips, we should keep distance with other people and go to hospital for treatment timely depending on our symptoms. If there are other people with suspicious symptoms, we should keep distance with them and make reports to relevant departments timely.

VIII. We should keep our tickets in safe places to facilitate quick checking if necessary.
2.4 Self-protection Measures in Private Vehicles

If we go out in private vehicles, we should open car windows to circulate air in appropriate times. If there are more than two people in the vehicle, all the people should wear breathing masks. We should keep good hand hygiene habits and avoid touching our mouths, eyes and noses with our hands directly; after our arrival, we should wash our hands timely. We should also wipe and disinfect some parts in cars regularly, such as handles, keys and steering wheels under the frequent touch.

If there are people with suspicious symptoms or confirmed diagnosis in the vehicles, we should disinfect the surfaces of the inner parts and the outside handles under the guidance of professionals. We can wipe or spray with 1000 mg/L chlorine disinfectant or 500 mg/L chlorine dioxide disinfectant, and the disinfection process should be no less than 30 minutes. Then we should wipe the parts above with clean water.

2.5 Self-protection Measures in Working Places

We should actively receive the body temperature check before we enter the office building, and only the people with normal body temperature can enter the office building. People with suspicious symptoms (including fever, cough, sore throat, chest distress, dyspnea, fatigue, nausea and vomiting, diarrhea, conjunctivitis and muscle ache) should not continue to work, and should actively cooperate with relevant departments for isolation and treatment.

After entering the office building, if we need to take elevators, we should take the following protection suggestions:

I. We should wear breathing masks in elevators;
II. The elevator room should be sterilized frequently, especially the button area if possible;
III. When touching the buttons, we should use self-prepared paper towel or disinfecting wipes to press the buttons and avoid direct contact with them;
IV. If we press the buttons with our hands directly, we should wash hands immediately after leaving the elevators;
V. In the elevators, we should not touch our eyes, noses or mouths with our hands;
VI. We should not talk in the elevators, if possible;
VII. If our offices are at the low floors, we should climb the stairs and should not touch the handrails.

We should pay attention to personal hygiene, and wash our hands after reaching the office area; we should also wash our hands after reading paper documents, eating, going to toilet, using hands to cover our sneeze in a cough. If we sneeze or cough, we should use paper towels to cover our mouths and noses; if we have no paper towels in hand, use our elbow instead. The used paper towel should be put into the waste bin with lid.

We should keep air circulation in our offices, and ventilate the contained spaces at least 3 times a day and not less than 15 minutes every time; in air circulation, we should keep ourselves warm. We should reduce the use of central air-conditioning, and must clean and sterilize the air conditioner filters regularly if it is used. We should ensure the hygiene and the regular sterilization in our offices.
In working, we should keep the distance of more than 1 meter with our colleagues if possible, and reduce face-to-face communication. We should have no meeting if possible, or at least have a few meetings, and keep it very short, and can alternately with teleconference with use of modern technology. If we need to have meetings in person, we should keep the air in the meeting room in circulation, and every attendee should wear a disposable medical mask, undergo a body temperature check before entering the meeting room, and keep the distance of at least 1 meter with another attendee. We should use disposable cups or bottled water during the meetings. After the end of the meetings, we should spray or wipe the furniture with 250 mg/L ~ 500 mg/L chlorine disinfectant.

We should eat on a rolling basis in the canteen to avoid gathering a large number of people in it. We should undergo the body temperature check before entering the canteen. We should also avoid sitting face to face when eating, keep the distance of more than 1 meter, and no talking during meals. The canteen should be sterilized at least once a day, and all the tableware should be sterilized at a high temperature. The tables, chairs, tableware and operation rooms in the canteen should be kept in a clean and dry condition.

We should have no gathering or stay after office hours. Upon returning home, we should open the windows to allow circulation of air, and wash our hands using soap and running water. We should put our coats, shoes and bags in a fixed corner or put them in a place with circulated air; we should also wipe and sterilize the articles touched on our way home, such as mobile phones, keys and door handles, with 75% alcohol.

Chapter III
Guidance for Families and Communities

3.1 Guidance for Ordinary Families Against Novel Coronavirus

I. Three frequently

(1) Wash hands frequently: before eating, after toilet, after returning from outdoors, and after contaminating our hands, we should wash hands immediately.

(2) Circulate air frequently: open windows frequently, and achieve more air circulation. Avoid going to crowded places without proper air circulation.

(3) Play sports frequently: persist in outdoor sports, such as walking, ball playing and running.

II. Three intuitively

(1) Protect intuitively

1. We should not touch, purchase and eat wild animals; avoid going to the markets for the sale of living animals (poultry, seafood, wild animals).

2. We should fully cook meat and eggs at home.

3. We should keep away from infection sources: We should not go to Wuhan and other known areas and places with the epidemic situation, avoid contacting patients with cough and fever in short distance, and avoid going to hospital to visit patients in the near future.

4. We should wear surgical masks or disposable medical masks when going out, and change the mask once every 2-4 hours if possible.
5. We should not share towels with family members, and should keep tableware and furniture clean, and dry clothes and quilts in open air.

6. We should prepare thermometers, medical surgical masks and household disinfectants at home.

(II) Active monitoring

We should perform the health monitoring for individuals and family members, and whoever feels a fever should test his/her body temperature initiatively. If there is a child in the family, we should feel his/her forehead in morning and evening and test his/her body temperature if we feel a fever on the forehead.

(III) Go to hospital initiatively

If a family member has suspicious symptoms of novel coronavirus, he/she should not go to the office or school, but should go to the nearest regular hospital to get diagnosis and treatment in fever clinic by wearing a breathing mask. He/she should tell the doctor initiatively about his/her travel history in epidemic areas and personal contact history to cooperate with the doctor in the relevant investigation.

The family members with suspicious symptoms and all other family members should wear breathing masks.

If a family member is diagnosed as novel coronavirus pneumonia and other family members are judged as close contacts, they should receive the medical observation of 14 days. The surfaces of furniture and toilets should be sterilized and cleaned with the disinfectants every day.

3.2 Guidance for Ordinary Family Hygiene, Cleanness and Sterilizing Against Novel Coronavirus Pneumonia

I. Family environment

We should keep the family environment ventilated, open the windows to circulate air as frequently as possible each day; we should use exhaust fans and other mechanical ventilation approaches when the natural ventilation cannot be achieved. We should also clean the house every day to keep the house and all the articles clean and dry.

II. Personal hygiene

(I) We should avoid going to crowded places and keep the distance of more than 1 meter when talking to other people; if we need to contact with strangers in short distance, we should wear disposable medical surgical masks and wash our hands immediately after returning home from outdoors.

(II) If we go to Farm Product Markets, we should wear disposable medical surgical masks if possible, and avoid contact with living animals, and should not purchase, kill or get direct contact with wild animals.

(III) We should pay attention to cough etiquette and hand hygiene, use paper towels or our elbows to cover our mouths and noses when coughing, spitting or sneezing, and wash our hands immediately after touching respiratory secretions; when washing hands, we should use running water and liquid soap to wash hands according to 7-step method. We should also wash our hands in time before eating, after going to toilet, before and after wiping our eyes and touching our lips.
(IV) We should provide a dedicated lidded waste bin covered with plastic bags, put the used paper towels, masks and others into the dedicated lidded waste bin and clean it every day. During the cleaning, we should tighten the plastic bag mouth and put it into the waste bin.

(V) We should wash and sterilize the tableware timely after eating, especially after eating together.

(VI) We should put daily textiles under sun frequently, including towels, clothes and bedding articles.

(VII) If we have some respiratory symptoms such as fever and cough and contact the patients with similar symptoms, we should go to hospitals in time by wearing disposable medical masks.

III. Preventive sterilizing

(I) We can take some preventive sterilizing measures in our families on a daily basis. We should wipe the table surfaces, door handles, telephones, switches, handles of hot water pots, wash basins and flush toilet using chlorine-containing disinfectant containing 250 mg/L ～ 500 mg/L of available chlorine, and then wash them with clean water.

(II) We should keep the floor surface clean and dry, and sometimes mop the floor wetly with 250 mg/L ～ 500 mg/L chlorine disinfectant, and then mop it with clean water.

(III) We can sometimes soak our daily textiles (such as towels, clothes and quilt covers) in 250 mg/L ～ 500 mg/L chlorine disinfectant for 30 minutes (please pay attention to the bleaching effect of chlorine disinfectant on textiles), or in other disinfectants for clothes according to their usage guidance.

(IV) For some articles resistant to heating such as tableware and tea ware, we can boil them for 15 minutes or soak them in 250 mg/L ～ 500 mg/L chlorine disinfectant for 30 minutes, and then wash them with clean water.
3.3 Health and Prevention Guidance for Residents in Communities with Confirmed Cases

1. Ordinary residents without illness

(1) We should achieve scientific understanding to eliminate panic and avoid fluke mind

1. We should study and master the clinical symptoms, transmission routes and prevention measures of the novel coronavirus pneumonia, and keep in mind the address and direction of fever clinic of regular hospitals nearby.

2. We should recognize positively the spreading situation of the confirmed cases and the sterilizing time of various facilities in the community (residential area) through different information channels.

3. We should pay attention to the transmission information of the disease, and schedule our departures in a reasonable way.

4. We should keep good attitude, remain positive and optimistic and treat the disease information rationally, and should not start and or spread rumors.

5. We should follow the guidelines to avoid carelessness or fluke mind.

IV. Common disinfectants and their preparation and use

(1) 84 disinfectant (available chlorine 5%): dilution at 1:100 of disinfectant and water.

(2) 75% ethanol disinfectant: can be used directly.

(3) Daily household disinfectants are prepared and used according to the product label at the concentration to kill the enteropathogenic bacteria.

(4) Other disinfectants are prepared and used according to the product label at the concentration to kill the enteropathogenic bacteria.
II. We should persist in good personal and family hygiene habits

1. We should persist in wearing breathing masks when going out, replace the breathing masks every 4 hours or replace them after they are wet. We should put wasted masks in plastic bags and put them into the dedicated waste bin for masks or the classified waste bin for other wastes, and should not throw them anywhere.

2. We should pay attention to cough etiquette and hand hygiene, wash hands frequently. When coughing, spitting or sneezing, we should cover our mouths and noses with paper towels or our elbows.

3. After touching respiratory secretions or public facilities, we should wash our hands according to "7-step washing method" or using wash-free disinfectant.

4. After returning home and removal of masks, we should wash and sterilize hands, and should not touch our eyes, mouths and noses before washing hands.

5. We should keep the rooms ventilated, open the windows/doors more than 3 times every day and 30 minutes each time; we should use exhaust fans and other mechanical ventilation approaches when the natural ventilation cannot be achieved.

6. We should keep the hygiene of the house, wipe and sterilize the article surface touched constantly every day, such as mobile phones, computer keyboards, computer mice, tables and chairs, door handles, toilet rooms and toilets, with 1000 mg/L chlorine disinfectant (or bleaching powder, bleaching tablet); sweep and mop the rooms wetly. We should perform the thorough house cleaning at least once a week.

III. We should reduce contacts and avoid behaviors and activities with high risks

1. We should not participate in community activities which involves gathering of people, or enter children areas, clubs and activity rooms for old people.

2. We should not drop around or visit others, and should avoid contacting and talking with others in short distances (we should keep the distance of at least 1 meter).

3. We should wear breathing masks when passing by stairs, corridors and walkways and taking elevators with improper ventilation.

4. We should reduce direct touch on public facilities, and should not touch any facility and article except for the elevator buttons and the elevator doors. We should not use public sporting facilities in the community.

5. We should avoid using community public toilets and wash our hands according to 7-step washing method or wash-free disinfectant to clean and sterilize hands after touching the toilet doors and toilet buttons. We can close the public water tap by holding a paper towel in hand after washing hands.

6. We should fasten the plastic bags filled with household waste, wear breathing masks and go to the public rubbish area to put them in appropriate places; and then, we should wash our hands immediately.
(IV) We should execute health monitoring. We should pay attention to the health of ourselves and our family members, and check the body temperature every day. We should go to the fever clinic of regular hospital in time for treatment if we have some symptoms such as fever, cough and diarrhea; we need to tell the doctors about our contact history when seeking diagnosis.

(V) We should execute some treatment measures for the disease in cooperation with relevant departments.

1. If we are judged as close contacts with the confirmed cases, we should perform the cleaning and sterilizing in our houses in cooperation with relevant departments, and should be transferred into an isolation center for the medical observation of 14 days according to relevant regulations in Guangzhou.

2. We should cooperate with the relevant departments in the disease treatment measure of our communities, such as community closing management, exit and entry registration, body temperature testing, vehicle sterilizing, cleaning and sterilizing of public places and central air-conditioning system, and ventilation in important places.

3. We should cooperate with relevant departments, such as urban neighborhood committee, for the case screening, registration and contacts investigation.

II. Recovered patients

For the recovered patients, 5 points above and the following points should be achieved:

(VI) They should rest at home for 2 weeks after leaving the hospital. The patients with mild symptoms are suggested to rest for more than 15 days after the onset of illness. The specific rest time should be assessed and determined by their Clinicians.

(VII) They should keep wearing breathing masks until their respiratory symptoms totally disappears.

(VIII) They should handle their excrement and vomit appropriately. After cleaning, they should sterilize the polluted environment and article surface.

(V IX) They should revisit hospitals regularly and perform health monitoring. They should revisit hospitals regularly according to their doctor’s advice, monitor their body temperature at home, and pay attention to their respiratory symptoms, such as cough, dyspnea and chest pain; if they have respiratory symptoms, such as fever (higher than 37.3°C) and cough, they should go to the fever clinic of the nearby hospital with breathing masks in time, and actively tell doctors about their infection history of novel coronavirus pneumonia.

(X) The caretakers of the recovered patients should pay attention to their personal hygiene. They should wear surgical masks and rubber gloves with long sleeves when contacting body fluid, spitting fluid, vomit and excretion of the patients; and then, they should wash their hands according to the wash regulations immediately.

Chapter IV
Guidance for Prevention and Control of Special Crowd

4.1 Guidance for Prevention and Control of Students

I. During the winter vacation

(1) The students with residing or travel history in high epidemic areas (such as Wuhan) should receive the medical observation of 14 days at home or in designated places after their departure from the high epidemic areas.

(2) The students from all areas should keep staying at home if possible, reduce visits to friends and relatives, reduce parties and dinners gathering, and reduce going to crowded public places, especially the places with poor air ventilation.

(3) The students are suggested to perform health monitoring every day, and report to designated persons according to the requirements of the community or schools.

(4) When the winter vacation ends, the students without suspicious symptoms can return to school normally; if they have suspicious symptoms, they should report to schools or ask their guardians to report to schools, go to hospital in time, and return to school after their recovery.

II. Way back to school

(1) They should wear surgical masks or N95 masks when they are in public transport vehicles all the time.

(2) They should keep hand hygiene at any time, and reduce touching of public articles and parts in public transport vehicles.

(3) They should perform health monitoring during their trips, and test body temperature initially when they feel feverish.

(4) They should pay attention to the health situation of surrounding people, and avoid contacting people with suspicious symptoms in short distance.

(5) If they feel suspicious symptoms during their trips, they should wear surgical masks or N95 masks initially, avoid contacting other people, and go to hospital for treatment if necessary.

(6) If they need to go to medical institution in their trips, they should tell the doctors about their travel and residence history in epidemic areas initially to cooperate with the doctors in the relevant investigation.

(7) They should keep travel tickets and information properly to facilitate the relevant close contact investigation if possible.
4.2 Prevention Guidance for Maternal Women

The novel coronavirus pneumonia is a new disease. If the pregnant women in middle or later phase of pregnancy are infected, their diseases will develop into severe symptoms, and affect their health and the health of their fetuses. Thus, they should take the following prevention measures to guarantee the health of them and their fetuses:

I. Important points in prevention at home

(1) They should keep the rooms in fresh air and at appropriate indoor temperature, and open the windows timely to avoid being over or under the average room temperature, and prevent catching cold.

(2) The daily articles of the maternal women, such as towels, bath towels, tableware and bedding, should be used exclusively by the maternal women to avoid cross infection.

(3) They should keep hand hygiene at any time. Before eating or after going to toilet, they should wash their hands using soap under running water, or use wash-free liquid soap with alcohol; if they are uncertain about the cleanliness of their hands, they should avoid touching their mouths, noses and eyes with hands; when sneezing or coughing, they should cover their mouths and noses with paper towels.

(4) They should keep balanced nutrition and light diet, avoid eating excessively, and control their weight.

(5) They should avoid the visits of relatives and friends, and avoid contacting people with respiratory infection or travel history in high epidemic areas in two weeks.

(6) The maternal women should insist on breast feeding and wash their hands correctly before feeding.

(7) They have sufficient sleep, drink enough water, exercise regularly, maintain good mood, these will enhance their own immune and resistance against diseases.

II. Self-health monitoring and management

(1) They should perform the self-health monitoring. They should pay attention to the body temperature check, the changes in weight, and the regular monitoring of respiratory infection symptoms and fetal movement.

(2) For the maternal women in early pregnancy, if they are confirmed in intrauterine pregnancy by B ultrasound and have mild abdominal pain or minor bleeding, they can rest at home and keep observing; if they have repeated and irregular minor bleeding, they should consult a gynecologist timely and take B ultrasound tests to check if there is a fetal death; if their abdominal pain or bleeding gets worse, or they are not confirmed in intrauterine pregnancy by B ultrasound test, they should call a gynecologist timely for advice and follow up.

(3) During the high epidemic period, if there is no special situation in the health of the maternal women, they can postpone the date for antenatal care after consulting the gynecologists; they should rest at home and monitor the situation of fetuses in their uterus (fetal movement). If they need antenatal care, they should book an appointment in advance, take prevention measures and reduce their time in hospitals if possible. The maternal women with pregnancy complications and other complications should strictly take the doctor’s advice for the treatment. If the maternal women have abnormal situation (headache, unclear vision, palpitation and shortness of breath, high blood pressure, vaginal bleeding or flowing fluid, abnormal abdominal pain and abnormal fetal movement, etc.) or symptoms of childbirth in the pregnancy, they should go to hospital timely and should not postpone hospitalization due to fears and uncertainties.

(4) If the maternal women have some mild symptoms, such as nasal congestion and throat discomfort, and have no travel and or residence history in high epidemic areas in the past 14 days or close contact history with novel coronavirus patients, they can be observed at home, and should rest sufficiently, test the body temperature every day and observe the changes in symptoms.

Health Guidelines for Guangzhou Citizens on Prevention and Control of COVID-19
III. Notes for going to the hospitals

(I) The patients without the antenatal care should go to the nearby medical institutions with fewer outpatient services to meet their needs; they should perform the compulsory and urgent medical examinations and medical operations first; they should make appointment and preparation before going to the hospitals, get familiar with the layout of hospital departments and the hospitalization process to reduce stay time in hospital as far as possible. The patients with the antenatal care should choose the filed hospitals and pay attention to the prevention.

(II) On the way to the hospitals and in the hospitals, the patients should keep warm and avoid catching a cold; the maternal women and their accompanying family members should wear surgical masks or N95 masks; they can take the wash-free liquid soap or disinfectant wet towel with them to keep hand hygiene; on the way to the hospitals and in the hospitals, the patients should keep the distance (at least 1 meter) if possible.

(III) If they need to see the doctors, they should avoid taking public transport vehicles and choose taxi or self-driving car; they should open the car windows to circulate the air inside if necessary.

(IV) After touching the hospital articles, such as door handles, door curtains and doctor’s white coats, they should wash hands with hand disinfectant as far as possible; if they cannot sterilize their hands timely, they should not touch their mouths, noses and eyes with their hands.

(V) After returning home from outdoors, they should treat the masks properly, change clothes, and wash hands and exposed parts, such as faces and five sense organs. They should wash and sterilize their outdoor clothes as soon as possible and put their coats in places with full air circulation.
4.3 Prevention Guidance for People with Travel or Residence History in Epidemic Areas

People with travel or residence history in two weeks in epidemic areas, such as Hubei, should take the following prevention and control measures:

I. They should make the registration in the local village committee or community as soon as possible, and reduce outings, especially avoid going to the crowded public places.

II. They should perform self-monitoring of their health situation in continuous 14 days after leaving the epidemic areas, twice a day. They should live alone or in single rooms with good air circulation, and reduce close contact with other people.

III. If they have suspicious symptoms (including fever, cough, throat pain, chest distress, dyspnea, mild dyspnea, fatigue, mental weakness, nausea and vomiting, diarrhea, headache, palpitation, conjunctivitis, and mild limb or back muscle ache, etc.), they should go to hospitals for treatment timely if necessary. The specific guidance for prevention on their way to hospitals:

(1) On their way to hospital, the patients should wear surgical masks or N95 masks.

(2) They should avoid taking public transport vehicles if possible and open the car windows on their way.

(3) They should wear their masks and keep hand hygiene at any time and keep the distance with other people (at least 1 meter) on their way and in the hospital.

(4) If the transport vehicles are polluted on the way, it is suggested to use chlorine disinfectant or peracetic acid disinfectant to sterilize all surfaces polluted by respiratory secretions or body fluids.

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**Guidance of choosing masks for different population-Set**

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<th>Particle protection masks (GB 2626)</th>
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<td>Patients with severe suspected cases</td>
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**Notes:**
- For the high risk exposed people, if the medical protection masks are in shortage, they can use particle protection masks in accordance with GB 2626 or GB 19083 instead. They can also use non-powered air-purifying respirator (half-face or full-face) with an active filter cotton, but the protective efficiency will be lower than the standard.
- The general protective mask can only prevent the spread of respiratory diseases.

**Wearing and changing of masks:**
1. All the protective masks with medical standards have usage period, and should be used exclusively by one person. The mask is not allowed to be worn by two or more people.
2. When people working in high-risk areas take off their protective devices, they should change the protective devices when entering the areas.
3. The mask polluted by the blood, respiratory viral secretion and other body fluids of patients should be changed immediately.
4. After the medical staff in high-risk areas contact high-risk suspected patients, they should change their masks.
5. The masks of medical staff at other risk levels can be used repeatedly.
6. We should wash our hands before wearing masks, and avoid touching the inner side of the mask.
7. We should change our masks timely when they are dirty, deformed, damaged and contaminated.

**Storage of masks:**
1. If we cannot use masks repeatedly, we should suspend them in clean, dry and ventilated places, or in clean and ventilated paper bags.
2. We should place masks separately and mark dates.

**Cleaning and sterilizing of masks:**
1. Standard medical protection masks should not be washed and sterilized, and should be dedicated to specific uses.
2. We should wash the non-powered air-purifying respirator (half-face or full-face) and provide an air-purifying respirator according to the guidelines.
3. The mask can be washed and sterilized, and other non-medical masks should be handled according to the guidelines.