

(Provisional translation)

May 15, 2020

To The Life Insurance Association of Japan
To The General Insurance Association of Japan

YOKOO Kosuke
Director, Insurance Business Division, FSA

Notice regarding the form of the certificates to be issued to COVID-19 patients with mild or no symptoms staying at designated facilities or at home (request)

With the aim of securing the medical care system for serious COVID-19 patients, those with mild or no symptoms are requested to stay at designated facilities or at home in some cases.

We understand that life insurance companies and general insurance companies are including such patients also in the insurance coverage for hospitalization, and that they are making efforts to simplify ordinary procedures for paying insurance benefits based on the minimum necessary information as shown in the attached form, from the perspective of enhancing the efficiency in clerical work of the organizations that issue certificates required for the payment of insurance benefits.

Insurance companies should take especially flexible measures, such as accepting a notice of restrictions on work and a notice of cancellation of restrictions on work in place of a certificate with regard to documents required for the payment of insurance benefits for hospitalization in relation to the COVID-19 infection, while taking into account the circumstances faced by respective local governments. For reference, we issued the request as shown in the attachment to the Ministry of Health, Labour and Welfare for cooperation in the initiatives by the Associations.

Additionally, in procedures for paying various insurance benefits for COVID-19 patients, please give due consideration to the current situation of the medical

front and also pay attention to the national government's policy aiming to rectify conventional paper-based business practices using seals.

(Reference) Joint meeting of the Strategic Headquarters for the Promotion of an Advanced Information and Telecommunications Network Society (IT Strategic Headquarters) and the Strategic Conference for the Advancement of Public and Private Sector Data Utilization on April 22, 2020 [Comment by the Prime Minister]

Also with regard to economic activities in the private sector, in order to rectify conventional paper-based business practices using seals and make it a rule to complete procedures online in principle, please conduct a full inspection as to whether there are any points to reconsider in the national system, including rules in civil affairs.

宿泊・自宅療養証明書（新型コロナウイルス感染症専用）
Certificate for Medical Care at a Designated Facility or at Home (for COVID-19 infection)

本証明書は、医師・病院・診療所・自治体・保健所等の担当者のいずれかの方がご証明ください。

This certificate must be certified by a doctor or a responsible person of a hospital, clinic, local government, or health center.

1. 宿泊療養・自宅療養を受けた方（氏名） 1. Patient's name	<input type="checkbox"/> 男性 Male <input type="checkbox"/> 女性 Female	生年月日 Date of birth	<input type="checkbox"/> 大正 <input type="checkbox"/> 昭和 Taisho Showa 年 月 日 <input type="checkbox"/> 平成 <input type="checkbox"/> 令和 Heisei Reiwa YY MM DD
2. 傷病名 2. Disease name	新型コロナウイルス（COVID-19）感染症 COVID-19 Infection		
3. 治療経過 3. Treatment procedures	PCR検査陽性 判明日 年 月 日 PCR testing: Diagnosed as positive on [YY MM DD] 【補足事項がある場合にはご記入ください】 [Enter supplementary information, if any.]		
4. 宿泊療養（※）をした期間 4. Period of staying at a designated facility ^(*)	期間 年 月 日 DD ~ 年 月 日 DD Period: From YY MM DD to YY MM DD		
5. 宿泊施設の名称 5. Facility name	施設名 Facility name		
6. 自宅療養（※）をした期間 6. Period of staying at home ^(*)	期間 年 月 日 DD ~ 年 月 日 DD Period: From YY MM DD to YY MM DD		
上記のとおり証明します。 I certify as above.		記入日 年 月 日 Date of entry: YY MM DD	
所在地 Address:		医師・担当者（該当するものに○囲み） Doctor / Responsible person (Circle either)	
名称 Name		担当者的場合：役職名 For responsible person: Title	
電話番号 Telephone No.		証明者氏名 _____ Certifier's name _____	

(※) 宿泊療養および自宅療養とは、以下の①および②に該当する場合をいいます。

①2020年4月2日付の厚生労働省の「新型コロナウイルス感染症の軽症者等に係る宿泊療養及び自宅療養の対象並びに自治体における対応に向けた準備について」等に定められている宿泊療養または自宅療養であること。

②感染症法上、入院措置が必要にもかかわらず、医療機関の事情により宿泊療養または自宅療養していること。

(*) Staying at a designated facility or at home means the following cases.

(i) A person who stays at home or at a facility as designated by the notices of the Ministry of Health, Labour and Welfare, such as that dated April 2, 2020, "COVID-19 patients with mild or no symptoms who should stay at designated facilities or at home and respective local governments' preparations for the relevant measures."

(ii) A person who needs to be hospitalized under the Act on the Prevention of Infectious Diseases and Medical Care for Patients with Infectious Diseases but stays at a designated facility or at home due to unavoidable reasons on the part of medical institutions.

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ただし、宿泊・自宅療養に関して証明いただく項目については、上記雛形の使用を勧奨する。

The above form is recommended for the information to be certified for a person staying at a designated facility or at home for medical care.

(Provisional translation)

May 15, 2020

To the Tuberculosis and Infectious Diseases Control Division, Health Service Bureau, Ministry of Health, Labour and Welfare

YOKOO Kosuke
Director, Insurance Business Division, FSA

Notice regarding the form of the certificates to be issued to COVID-19 patients with mild or no symptoms staying at designated facilities or at home (request)

Insurance benefits for hospitalization under medical insurance policies of life insurance companies and general insurance companies are ordinarily paid for treatment in hospitals. However, in light of the current situation of the spread of the COVID-19 infection, companies are including COVID-19 patients with mild or no symptoms staying at designated facilities or at home in the insurance coverage for hospitalization.

When such patients file claims for insurance benefits, a certificate to prove that medical care has become necessary for them is required. However, considering the clerical burden on healthcare workers and health centers, etc. that issue directions on medical care at designated facilities or at home, The Life Insurance Association of Japan and The General Insurance Association of Japan have simplified ordinary procedures for paying insurance benefits and are making payments based on the minimum necessary information as indicated in the attached form.

Insurance benefits for hospitalization under private medical insurance policies assist with recovery of financial loss of persons who need to receive medical care for a certain period. Please properly inform relevant organizations to seek cooperation for the issuance of certificates concerning medical care while referring to the attached form.

If relevant organizations have already prepared forms independently and have been dealing with cases using such forms, we do not request any alteration thereto.