

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE - CONSULTANT – Development of 03 mini tools to assess maternal and newborn healthcare (curative) quality	
Hiring Office:	United Nations Population Fund, Sri Lanka
Purpose of consultancy:	<p>Sri Lanka has achieved impressive improvements in maternal and newborn health, largely attributable to maternal and newborn healthcare services. Maternal and newborn health indicators in Sri Lanka come close to those in economically advanced countries. However, stagnation is seen in the maternal and child mortality ratios in the recent past, which demands focused attention on improving maternal and newborn care services. For further improvement in health status, it is essential to improve the quality of care provision to mothers and newborns.</p> <p>In 2017, a set of tools was developed to evaluate the quality of healthcare services provided to mothers and newborns in Sri Lankan healthcare institutions. These tools were specifically designed to assess the standard of maternal and newborn care in antenatal and postnatal wards, labour rooms, and neonatal units. However, their implementation across institutions has faced challenges, primarily due to the extensive nature of the tools.</p> <p>As such, the UNFPA is supporting the Family Health Bureau (FHB) in hiring a consultant to develop 03 mini tools (wards, labour rooms, and neonatal units) to assess maternal and newborn healthcare quality. The consultancy aims at drafting and finalizing a set of mini tools for assessing maternal and newborn healthcare quality, under the guidance of a working group to be appointed by FHB.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The consultant is expected to carry out the following activities during the period November 2024 to January 2025.</p> <p>Tasks:</p> <ul style="list-style-type: none"> ● Consultations with the Directors and relevant stakeholders including the Family Health Bureau, and the Directorate of Healthcare Quality and Safety on the proposed activity. ● Scrutinize the relevant literature, including the existing Sri Lanka national maternal newborn care quality assessment tools and other similar global and regional tools. ● Conducting discussions with relevant stakeholders on the existing Sri Lanka national maternal newborn care quality assessment tools. ● Draft an outline of the mini tools to assess maternal and newborn healthcare quality. This should be drafted in line with the main tools available in antenatal, post-natal, labour room and neonatal care. ● In concurrence with the Family Health Bureau, the Directorate of Healthcare Quality and Safety and the working group, modify the draft outline of the mini tools to assess maternal and newborn healthcare quality. ● Based on the comments received regarding the outline of the mini tools, develop 04 mini tools (antenatal, post-natal, labour room and neonatal care) to assess maternal and newborn healthcare quality. ● In concurrence with the Family Health Bureau, the Directorate of Healthcare Quality and Safety and the working group, modify the mini tools to assess maternal and newborn healthcare quality. ● Prepare a final version of the mini tools to assess maternal and newborn healthcare quality, revised according to feedback from the FHB, DHQS and the working group.

	<ul style="list-style-type: none"> Submit the final version of the mini tools to assess maternal and newborn healthcare quality, to the Director (MCH) of the Family Health Bureau.
Duration and working schedule:	30 working days in the period of November 2024 to January 2025.
A place where services are to be delivered:	Home-based / consultations and meetings with relevant stakeholders
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>Key Results expected and payment schedule:</p> <ul style="list-style-type: none"> A clear outline of the proposed mini tools to assess maternal and newborn healthcare quality. (both hard copy and soft) - November 2024 Upon consultations with relevant stakeholders, the first draft of the mini tools to assess maternal and newborn healthcare quality. (soft copy) - December 2024 Finalized mini tools to assess maternal and newborn healthcare quality, incorporating comments from the relevant stakeholders (soft copy) - January 2025
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The acceptance of services at the end of each completed deliverable will be certified through a certification of payment to be countersigned by both parties (IC and UNFPA) and a daily log sheet to be submitted by the consultant including the details of working days and tasks.
Supervisory arrangements:	The consultant will report to the National Programme Analyst - SRHR working closely with the Family Health Bureau, the Directorate of Healthcare Quality and Safety and the working group appointed.
Expected travel:	<p>Some travel within and outside of Colombo as required</p> <p>The Consultant will have to make her/his arrangements and bear the cost of attending meetings and consultations while in Colombo. UNFPA will cover the cost of traveling and provide agency-approved Daily Subsistence Allowance (DSA) for meals and accommodation during the fieldwork outside Colombo.</p>
Required expertise, qualifications and competencies, including language requirements:	<p>Academic/Professional Qualification:</p> <ul style="list-style-type: none"> A degree/postgraduate qualification in medicine and/or public health <p>Experience:</p> <ul style="list-style-type: none"> At least 10 years of post-qualifying work experience in maternal and newborn healthcare A practical understanding of maternal and newborn service delivery in healthcare institutions in Sri Lanka A good understanding of monitoring and evaluation tools and frameworks.

	<ul style="list-style-type: none"> ● Prior experience in working with UN agencies is an asset. <p>Required Competencies:</p> <p>Values:</p> <ul style="list-style-type: none"> ● Exemplifying integrity ● Demonstrating commitment to UNFPA and the UN system ● Embracing cultural diversity ● Embracing change <p>Core Competencies:</p> <ul style="list-style-type: none"> ● Achieving results ● Being accountable ● Developing and applying professional expertise/business acumen, ● Thinking analytically and strategically ● Working in teams/managing ourselves and our relationships ● Communicating for impact <p>Functional Competencies:</p> <ul style="list-style-type: none"> ● Exceptional oral and written communication skills in English, Sinhala, or Tamil are required. ● Creative and analytical thinking skills and excellent report-writing skills. ● Demonstrated high level communication skills and the ability to effectively communicate complex information in a clear and concise manner. ● Ability to lead and work effectively with a diverse team of people. <p>Language:</p> <ul style="list-style-type: none"> ● Fluency in spoken and written English and Tamil and/or Sinhala
Inputs / services to be provided by UNFPA	<ul style="list-style-type: none"> ● UNFPA will administrate the consultant contract and provide required technical support and supervision. ● The consultant should bring their laptop and any other digital equipment required to complete the assigned task.
Other relevant information or special conditions, if any:	<p>Method of payment:</p> <ul style="list-style-type: none"> ● 20% upon submission of an outline of the mini tools to assess maternal and newborn healthcare quality. ● 40% Upon completion of consultations with relevant stakeholders and submission of the initial draft of the mini tools to assess maternal and newborn healthcare quality. ● 40% upon the submission of the finalized mini tools to assess maternal and newborn healthcare quality, incorporating comments from the relevant stakeholders