

Terms of Reference

Consultant Clinical coach for onsite Coaching for IUCD/Implant/SBA service providers

SYAHAAR – Strengthening Access to Adolescent Holistic Health Right

VSO Nepal

VSO is seeking to appoint a consultant for the onsite clinical coaching/mentoring to trained government service providers for IUCD,IMPLANT,SBA in different health facilities to improve quality and support on capacity of Health workforce on RMNH/IUCD/IMPLANT service in project district.

The contract will be for a period of 19 days .

Contract period: from 15th feb to 6th March 2022.

1. Introduction

VSO is an international development agency with over 60 years' experience of addressing poverty and marginalisation through our unique approach of working through international, national and community volunteers. By bringing together different perspectives and working at all levels of society – from communities to government ministries – volunteers can build trust and provide the right support to ensure that national development efforts deliver lasting change. Our works falls into the three thematic areas of Health, Education and Livelihoods.

In Nepal the average age at marriage is 17.9 for women and 21.7 for men. Young people aged 15-24 experience major life transitions, complicated by the harmful effects of gender inequality that render them vulnerable to poor health outcomes. During this period of life, young women are often forced to drop out of school, get married, and move to live with their new husband's family. They find themselves with limited social support; little to no knowledge about reproductive, maternal, and newborn health (RMNH); poor nutrition; few opportunities for financial gain; limited control of resources; and restricted mobility. Young couples quickly face gender-based expectations around household roles and pressure to bear children early and in rapid succession, which leads to higher risk of maternal and infant mortality and morbidity.

The purpose SYAHAAR – Strengthening Access to Adolescent Holistic Health Right, Project is to improve the sexual reproductive, maternal neonatal child health(SRMNACH) and well-being of all adolescent and youth (aged 10-24 years) throughout one of the most vulnerable periods of their lives viscous cycle of transition of adolescent, to marriage and parenthood. The overall outcome of project is to improve access to comprehensive inclusive quality (SRMNCAHR) health services for adolescents and youth through quality delivery and monitoring of health (SRMNCAHR) services,by supporting on capacity of the health workforce to deliver inclusive SRMNACH services inorder to support marginalized and vulnerable adolescent and youth to seek and utilize RMNH services, transform social norms around gender, unhealthy practices and create supportive environment .

The COVID-19 pandemic has exacerbated such pre-existing sexual and reproductive health issues in young people hindering effective delivery of sexual and reproductive health services. Due to the immense stress faced by the health system, the delivery of routine health services and information to young people is disrupted while sharply limiting their access to SRH services. Marginalized groups are doubly troubled due to stigma and discrimination that COVID-19 adds to already existing challenges in accessing sexual and reproductive health.

2. Objectives

Based on the background provided above, onsite coaching and mentoring contributes to improve access to comprehensive inclusive quality (SRMNCAHR) health services for adolescents and youth by supporting on capacity of the health workforce to deliver on inclusive SRMNACH service and envisions following objectives;

- To hire the consultant trainer for Onsite review and coaching ,mentoring at health facility level.
- To asses the FP service status, observe the process of Implant & IUCD service delivery by trained Health workers and identify the gaps and then provide on the spot coaching.
- To assess the normal delivery case status, referral, antenatal care, postnatal care and newborn care status of the health facility and KAP gap of the trained service providers .
- To assess the essential equipment, layout, preparation of service sets including infection and prevention measures status in health facility.
- To ensure the essential equipment have been in proper use and support to use them .

3. Scope

Under the responsibility and accountability of the Project Specialist - Adolescent Youth Sexual Reproductive Health, the consultant is expected to help facilitate the following tasks:

- Participation in a kick-off meeting with core team of VSO Nepal to discuss the terms of reference, methodology and orientation on the project, participants.
- Draft standard schedule merged two trainings and develop the checklists/ materials for practice-based sessions and demonstration.
- Asses the skills gaps of HWs and provide coaching in those area to improve the skills
- Provide onsite coaching to FP, safe motherhood service, neonatal care service providers of different health facilities in the project district
- Lead the process of onsite coaching and facilitate the onsite coaching process
- Facilitate practical session in real case at HFs and practice in demo if there is no real case available
Write the training completion reports

4. Expected Deliverables

The consultant is expected to deliver the following outputs :

- Finaization of Detailed work plan, with milestones and timelines.
- Facilitate in acquiring necessary materials; like pelvic models, IUCD & IMPLAT set, arm model, normal delivery sets, dummy neonate and standard checklist etc.
- Facilitate for ensuring the basic PPE for self-protection and ensure use of PPE.
- HFs wise event completion Reports with data desegregate, details of coachee, number of service delivery in last month, The final report will be reviewed by VSO team for final approval.
- Action Oriented Photographs and attendance sheets of participants.

5. Time and level of effort

- The expected level of effort is estimated to max. 19 days(3 days each 5 health facilities-4 days preparation,travel and reporting) .

6. Resources and budget available

Onsite coaching and mentoring will be conducted by 6th March 2022, in 5 Birthing center(hospital,PHC) of Bara and Rautahat.

7. Timeline and output

The onsite coaching and mentoring should be completed within 6th March 2022.

Typical project milestones /outputs for deliverables	Deadlines
Initial Meeting with VSO core Team, Have preparatory meeting in person or virtual for developing schedule, learning materials checklist for practice, eg preparation of sessions plan with other facilitators team in presence of VSO team	15 th Feb 2022
Logistic preparation and travel plan, work plan to be finalized for clinical coach team	16 th Feb 2022
Travel to respective assigned HF/District (Bara and Rautahat)	17 th Feb 2022
Onsite coaching started to 5 HFs (at least 3 days in each Health Facility) that comprises of 3 Birthing center and 2 District Hospital)	18 th feb 2022-4 th March including travel cross district(travel days).
Travel back from district	5 th March 2022
Submit the final report & attendance	6 th March 2022

The estimated budget for this work is NPR 400000 (In words: Four lakhs Only) that is inclusive of tax as per VSO rules which covers the preparatory activity and final report as major two deliverables for the work. The payment will be made directly to the bank account of the consultant or the firm. The schedule of payment for the work will be in two instalments and as follows:

First phase-	At the time of project sign:	30%
Last phase-	After completion of final report:	70%

In performing the service, the Consultant will act as an independent consultant and will not be deemed to be an employee or agent of VSON. The consultant will be bound by VSO's safeguarding policy. Bidders are required to organise and fund their own duty of care arrangements as required. Please provide a fully costed proposal in the form of a price schedule.

8. Management and governance

The consultant will be expected to attend report to the VSO Nepal and attend all meetings as agreed with the VSO Nepal's Project Specialist. The consultant will be required to submit to Project Specialist regular progress reports (by email) during the study periods summarizing activities/tasks completed to date (per cent achieved), time spent etc.

9. Intellectual Property

The contract will be work for hire. Therefore, all planning and work products and all final outputs of this project will be the property of VSON. Except for purposes of this assignment, no information about the process, report and information may be disclosed or used by the consultant without the written permission of the VSON Reporting Manager.

10. Required Qualification and Skills

- The proposed research consultant should include the technical expertise and practical experience required to deliver the scope of work and research outputs with regards to:
- Is an expert trainer in IUCD, Implant, SBA who have led IUCD & Implant training in the past and preference given to professional trainers.
- NHTC recognized/certified trainers/coach Preference given to those have conducted onsite coaching in the past English language proficiency .Cultural awareness and sensitivity to sociocultural practices of Madhesh State
- Fully dedicated and flexible to be on time.
- Accepts constructive criticism and improve the areas where suggested by the technical focal point Supervision arrangements
- Registered BN/ BSc Nurse with at least 5 years clinical exposure (maternity ward) with SBA training. Combination of clinical and academic experience would be encouraged.

The consultant will work under the guidance from the VSO Nepal office and coordinate with district office The consultant will report to project specialist/SYAHAAR project/VSO Nepal.

11. Risks and challenges of the Study

It is important that the successful bidder has taken all reasonable measures to mitigate any potential risk to the delivery of the required outputs for this evaluation. VSO Safety and Security Protocols will be followed for reducing risks of safeguarding and confidentiality.

12. Logistics and Quality Assurance Procedures

Ethical plan: Consultant should consult and coordinate with VSO and Implementing Partner of VSO for onsite coacing and Mentoring in Birting centers. In case of any changes on plan, prior notification should be given to VSO focal point.

13. Intellectual Property

This assignment is being funded by UK Aid and led by VSO and therefore it shall be the owner of the assignment output. All information related to this study will remain the property of VSO Nepal. Except for purposes of this assignment, the information will not be disclosed to the public nor used in whatever without written permission from VSO Nepal.

14. Application Procedure

Consultants are required to submit the following:

- Applicant's resume
- A cover letter explaining the applicant's interest and suitability
- Technical proposal which includes objectives and method with detailed timeline.
- CVs of professional personnel proposed for the project
- Copy of company registration certificate (not required for independent persons/freelancers)
- Copy of PAN/VAT registration certificate for both Individual and company
- 3-5 sample of previous productions in line with the technical and creative requirements of the project.
- Latest Tax Clearance Certificate FY 2077/78

15. Reporting Line

The Consultant will report to VSO Nepal's Project Specialist.

16. Closed date for submission:

- The submission closed date is 13th feb 2022, no later than 5:00 pm.
- Submissions should be addressed to: Procurement.nepal@vsoint.org