

Terms of Reference
for
Acquiring Consultancy Services

1 Purpose

To review and update the training curriculum, syllabus, trainers guide for the teaching and training of Lady Health Visitors (LHVs) and review their job descriptions in view of contemporary developments and challenges in the field of Maternal & child health.

2. Background & Rationale

Pakistan has the eighth highest rate of neonatal death, ranking only below Afghanistan and Iraq amongst Asian countries. Each day almost 500 newborns die in Pakistan and an estimated 216,000 die before they reach the age of one month. The state of maternal health is an even greater challenge, with a mortality ratio of 178 deaths per 100,000 live births¹. One in every 89 Pakistani women dies due to causes related to childbirth as compared to 1 in 8,000 in the developed world.

Khyber Pakhtunkhwa has made significant though slowly progressing gains in the health sector but it still has a long way to achieve the internationally agreed goals in terms of maternal and child health. Notwithstanding the improvements of the past two decades, the Infant mortality rate of 58 per 1000 live births and maternal mortality ratio of 206 per 100,000 live births are still higher. The very high fertility rates (2.89), high unmet need for family planning (25.5%), only 37% receiving four ANC checkups with comparatively low rates of skilled birth attendance (52%) are the fundamental underlying causes of poor health of women and children in Khyber Pakhtunkhwa.

The poor health statistics point to an obvious lack of skilled health personnel and poor quality of healthcare being some of the major contributory factors. Maternal and Child Health are deeply intertwined and initiatives to improve health of mothers benefit newborns and children also, thereby creating the foundation of a healthy life. Designing and developing appropriately targeted curricula for healthcare professionals and implementing robust training programs have the potential to bring marked improvement in their knowledge and skills, which in turn, may translate into improved healthcare outcomes.

The Lady Health Visitors (LHVs) play important role in provision of maternal & child healthcare services i.e. antenatal counseling, birth attendance and postnatal care, nutritional advice, growth monitoring of the newborns and family planning services, etc. specially in the otherwise underserved and economically destitute rural and peri-urban communities in Pakistan.

LHVs being an important part of the health workforce, their education and trainings require updated competency based curriculum having more relevance with the changing needs and developments in the health sector in general and Maternal and child health in particular.

The Department of Health KP has taken an initiative to revise and update the existing LHV training curriculum and syllabus. Therefore, the Provincial Health Services Academy (PHSA) seeks to acquire consultancy services for developing competency based curriculum, syllabus and trainers guide to help achieve the vision of developing better skilled Lady Health Visitors.

¹ United Nations Maternal Mortality Estimates; Inter Agency Group- 2015

3. Objectives of the Assignment

- a) To review and assess the existing curriculum, available syllabi and the already developed training material.
- b) To identify the knowledge and skill mix required for producing quality lady health visitors in consultation with relevant stakeholders.
- c) To update and upgrade the contents of the curriculum and the complimentary syllabus to make it more competencies based in view of the identified needs and desired knowledge and skill mix for the lady health visitors.
- d) To design and develop trainers guide based on revised curriculum and syllabus.
- e) To review and update the Job Descriptions of LHVs.

4. Scope of Work

Though the consultant may propose his/her work scheme which would adequately result in the expected deliverables, following activities suggested, would forms the core of this assignment.

- a) To develop competency based curriculum and syllabus with particular emphasis on various aspects of education and training on maternal and child health for lady health visitors.
- b) To develop trainers guide to adequately facilitate the teaching and training related to competency based curriculum and syllabus.
- c) To provide detailed practical lesson plans with clear learning outcomes for each topic of the syllabus.
- d) To facilitate the PHSA in Training of Tutors and teaching staff on newly developed competency based curriculum and syllabus in line with trainer's guide.

6. Key Deliverables

The key deliverables are as follows:

- a. A preliminary design document after review of relevant material, identifying best practices and innovative approaches from across the World, to integrate the most appropriate lessons/skills in the curriculum, syllabus and trainers' guide (20% of the payments).
- b. A comprehensive curriculum, syllabus and trainers' guide for teaching including clearly described lesson plans, teaching aids, materials, activities and assessment criteria and tools (40% of the payments).
- c. To facilitate the PHSA in consultative workshop with stakeholders for feedback and refinement in the curriculum, syllabus and trainers guide (15% of the payments).
- d. To facilitate the PHSA Training of Tutors and teaching staff on newly developed competency based curriculum and syllabus in line with trainer's guide (15% of the payments).
- e. 10% is allocated for mobilization in advance.

7. Competencies of Prospective Consultant

- Advanced educational background in curriculum development for health professionals.
- The Consultant shall have practical work experience of minimum ten (10) years post qualification with a sound track record in dealing with subject matter of health sector.
- The consultant shall have proven experience and solid understanding of the health/healthcare delivery sector/system

- The working experience of dealing with development of training modules, curriculum and syllabus development, both in public sector & private sector/multi-national corporations would be given due weightage in selection process.
- Strong report writing, communication and training skills.

8. Reporting Requirements

- a) An inception report including detailed work methodology, a work plan (having at least one training session for staff) budget, study outputs and deliverables, and outline structure of the final report (1 week after signing of contract).
- b) Draft Curriculum, syllabus and job descriptions (to be submitted for review, comments and approval prior to the submission of final curriculum) 2 weeks after signing of contract and
- c) Final Curriculum and job descriptions, 03 weeks after signing of contract

9. Submission of the Proposal

The Consultant should prepare a proposal on how the assignment will be undertaken, a clear work plan, and budget). The proposal must be concise and straight to the point adhering to the timeframe defined under Section 8.

How to apply:

The proposal document for undertaking the assignment should be submitted to the Director General Provincial Health Services Academy, Peshawar

The deadline for submission of the proposals shall be 15 days after publication in the Newspaper.