

## **TERMS OF REFERENCE FOR THE RECRUITMENT OF FIVE TEAM LEAD CONSULTANTS FOR THE EQAS IN SELECTED DISTRICTS**

### **Background**

VMMC reduces men's risk of acquiring HIV through heterosexual intercourse by approximately 60%. As more men become circumcised, fewer will become infected with HIV. Quality management has been central to the success and integrity of voluntary medical male circumcision (VMMC) programs since the inception of the program. The External Quality Assessment (EQA) of VMMC is aimed at providing a rapid, comprehensive and objective assessment of VMMC program quality. It uses tools with descriptive site characteristics, with each instrument focusing on a specific topic in VMMC service delivery or demand creation. The goals of the EQA are to:

- ensure that the VMMC sites were providing services according to recommended national and World Health Organization (WHO) guidelines
- provide information to the department of health and the sites regarding the quality of the VMMC services being delivered.
- provide recommendations to improve service safety and quality
- provide a basis for continuous quality improvement (CQI) and other relevant interventions

The National Department of Health (NDOH) will be conducting an external quality assessment for VMMC sites across six Provinces, in selected sub-districts. WHO is assisting with the appointment five companies or institutions who will provide teams that will do the EQAs.

To ensure that these EQAs are done correctly and that high-quality standards are maintained throughout the process, WHO is planning to recruit five team leads, each of which will be assigned to one of the appointed institutions or company.

### **Objective:**

The objective of this consultancy is to ensure that the five appointed service providers conduct high quality EQAs and follow the WHO guidance on conducting EQAs. The consultants will provide oversight throughout the process of EQAs. Each consultant will be contracted for a period of 60 days, which is the period of the planned EQAs.

### **Scope of Work**

- Work with WHO and the National Department of Health in preparing teams for the EQAS through a briefing session
- Ensure that each EQA team has the right-skilled people to conduct the EQA
- Ensure that each EQA tool is implemented correctly by a competent individual with the team
- Facilitate feedback reporting at the end of each EQA at the VMMC site
- Ensure that team members submit their completed EQA tools at the end of each EQA session
- Work with the report writer of the service provider to ensure that they compile reports timeously
- Work with the team to ensure that prepare presentations timeously
- Actively provide feedback to WHO and NDOH on challenges experienced during the EQAs

- Develop presentations as necessary on the outcomes of the EQAs

### **Education and experience**

- Medical degree OR an advanced degree in health
- Experience in the VMMC quality assurance
- Experience in conducting VMMC EQAs in South Africa or in the African region
- Technical understanding of a VMMC programme
- Demonstration of a good understanding of HIV prevention, testing and linkage to care
- Demonstration of good writing skills

### **Competencies:**

- Ability to communicate effectively to diverse stakeholders;
- Excellent teamwork
- Commitment to producing results.

### **Deliverables**

1. Participation in the preparation and facilitation of the briefing session prior to starting EQAs
2. Regular feedback on the EQAs done – as agreed with WHO and NDOH
3. Timeous delivery of EQA reports by the service providers
4. Participation in the team lead meetings to discuss final recommendations
5. Power point presentation of the overall challenges and recommendations on the processes and conducting the EQAs by the service providers

**Contract period:** Proposed period is up to 60 days, from 1 August to 30 September 2019.

### **Budget**

The appointed service provider will be contracted at rate equivalent to NOC level. The final offer will be determined by the qualifications and experience of the candidate, as well as the number of days that they are available for this work. WHO will cover all travel expenses separately.

### **Submission guideline**

Interested candidates should submit their CVs and a cover letter indicating the dates they would be available. **They are required to be available for the first 3 weeks of August.**

The letter must also indicate their availability for the remainder of the weeks up to the end of September.

### **Closing Date and Submission Details**

Closing date: Monday, 8 July 2019

Submission address: [afwcozaprocurement@who.int](mailto:afwcozaprocurement@who.int)