
TERMS OF REFERENCE

Short Term Consultant

The New Funding Model is a transitional funding, supported by the Global Fund and is a result of the concept note submission by the Fiji Country Coordinating Mechanism (CCM) which provides program oversight. The Ministry of Health and Medical Services (MoHMS) is the Principal Recipient (PR) with the National TB Programme (NTP) as the only implementing unit.

There are three (3) sub-recipients (SRs) external to the MoHMS and they are the Fiji National University (FNU), the Fiji Nurses Association (FNA) and the Fiji Red Cross Society (FRCS). All SRs will report to the Grant Management Unit (GMU) of the PR. The GLOBAL FUND TB Grant for Fiji will commence from 1st July 2015 to 31st December 2017 and is a Performance-based grant.

The goals of the grant are aligned to the National Strategic Plan (NSP) of the TB programme from 2015-2020 and they are:

1. To contribute towards the goal of 5% reduction of TB incidence in 2020 (baseline 2013 WHO TB estimates);
2. To sustain TB treatment success rates beyond 85% and
3. To contribute towards the goal of 25% reduction of TB mortality in 2020 (baseline 2013 WHO TB estimates).

Two major outcome targets are: (i) to increase notification rates of all forms of TB from 37/100,000 in 2015 to 41/100,000 in 2017 (ii) to maintain treatment success rate of all forms of TB above 85% from 2015 to 2017.

The Willingness to Pay provides financing on the basis of a 'performance based funding' framework. Strong performance against planned targets ensures a continuity of funding, whereas bottlenecks and delays could threaten program delivery and sustainability.

The Global Fund grant supported key interventions can be summarised as follows:

- I. Strengthen diagnostic capacity through the procurement and distribution of health products including 2 Gene Xpert machines and related reagents and laboratory consumables;
- II. Enhance TB case finding in prioritized high risk groups /hard to reach populations;
- III. Ensure patient-centred care and adequate supplies of quality assured medicines;
- IV. Prevent TB within the Wellness framework and ensure detection and treatment of latent TB infection (LTBI), sustain high coverage of BCG vaccination; and
- V. Empower communities and implement the Family-Centred strategy for awareness.

As part of its transition strategy, in 2015 the Grant Management Unit has explored innovative financing models centred on funding social interventions to achieve programmatic outcomes. To complement the transition, the Autumn study was commissioned in collaboration with the National TB Program and James Cook University to ascertain the most cost effective and implementable combination of interventions to contribute towards the goals of the TB NSP 2015 – 2020. Simultaneously, the Global Fund supported the Social Impact Bond (SIB) as a financing model to phase out the achievement of the TB NSP 2015 – 2020 objectives which is a three phase activity consisting of the Feasibility study, the Detailed design and the Capital Mobilization phase. The Feasibility study has been completed and the 2nd phase is underway.

The Grant Management Unit invites applications from experienced and qualified individuals for the following positions:

1. **Position Title:** External Consultant
Location: Suva, Fiji
Term: 25 Working Days

OVERALL OBJECTIVE OF THE CONSULTANCY

In alignment to the 2nd phase of the SIB, the overall objectives of the consultancy are to:

- a) review outcome funding, key development/contracting partners and stakeholder engagement processes;
- b) review outcome funding metrics, measurement, verification, data collection and performance management design; and
- c) review current internal and external governance as well as reporting structure.

SCOPE OF WORK

The final deliverable and output expected will include a comprehensive analytical report that includes, but is not limited to, the following components:

- Conduct desk review and face to face meetings with stakeholders;
- Submission of assessment report of stakeholder and key development partners that can complement outcome funding;
- Analysis of the situation with regards to current outputs, outcomes, impact and results including areas of improvement and the effectiveness of current implementation of activities;
- Key findings on internal and external governance structure;
- Conclusions and recommendations for future implementation; and
- Any other relevant material /information that supports the assignment's findings and recommendations.

Key documents to assist:

- a) TB National Strategic Plan 2016 – 2020;
- b) TB Surveillance Report, 2017;
- c) TB Autumn Assessment Report;
- d) Feasibility Assessment Report, 2017; and
- e) Other key documentation pertaining to review and assessment.

Reporting Practice: End of Assignment

- Submit report in phases within 25 working days upon completion of the assignment.
- Any amendment(s) to the current assignment, deliverables and timeline in regards to this TOR/Agreement must be agreed in writing by the GMU, and the Consultant prior to the amendment(s) being undertaken.

Term of Consultancy (Negotiable)

25 working days

Confidential Information:

The Consultant acknowledges that Confidential Information concerning the NTP /GMU belongs to the Ministry of Health & Medical Services. The Consultant must:

- Maintain Confidential, unless expressly permitted by NTP/GMU to release.
- Only disclose information collected under this assignment to persons and organization approved by the NTP/GMU.

Conduct:

The Consultant must not knowingly do anything which harms the interests, standing or reputation of the Ministry of Health & Medical Services or the Global Fund supported project.

Qualifications of the Consultant:

The following are indications of the competences expected of the Consultant:

- i. Working knowledge in public health, medicine and/or development related programs and processes;
- ii. At least 3-5 years of professional experience in consultancy, strategic planning, social protection or any relevant field to the assignment;
- iii. Experience in managing sensitive information pertaining to the assignment with relevant stakeholders; and
- iv. Proven experience in analytical skills – programmatic and financial with working knowledge of government systems/ frameworks.

Competencies

- Excellent interpersonal and networking skills, including the ability to liaise effectively at senior levels;
- High business planning and management skills; and
- Ability to communicate and conduct face to face consultations with key stakeholders.

- **Application to include:** A cover letter, clearly identifying the “Areas of Expertise” as mentioned in the background section above;
- Updated CV, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- Daily professional fee.

Detailed Position Descriptions are available upon request and also under vacancies page on www.health.gov.fj

Please forward your completed cover letter and CV by post or hand-delivered addressed to:

**The Grant Manager
The Grant Management Unit
Level 2
Ministry of Health
88 Amy Street, Toorak, SUVA
P. O. Box 19255,
Suva.**

For any queries: Please contact **Mr Robert L. Sovatabua** on Telephone:

679-9921353 or 9958623 or on email – robertlindseysovatabua@gmail.com

Closing Date: By 4:00pm (Fiji Time), Friday, 15th of December 2017



**END
TB**