

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS**

Title	Funding Code	Type of engagement	Duty Station:
National Consultant for supporting Kangaroo Mother Care implementation in 07 selected province in Viet Nam	K&C, SC230806	<input checked="" type="checkbox"/> Consultant	Ha Noi; remote and field visits
<p><b>Purpose of Activity/Assignment:</b></p> <p>High neonatal mortality and lack of comprehensive early development care for children from infancy continue to be a burden in provinces, economically and geographically disadvantaged regions and the child health care system in Việt Nam.</p> <p>The Ministry of Health and the United Nations Children's Fund (UNICEF) in Việt Nam have made efforts to regularly deploy and supplement activities to improve health and reduce neonatal deaths in 7 regional provinces belonging to Northern mountainous region and Central Highlands region. One of priority activities is to promote the application and sustain of the Kangaroo Mother Care (KMC) method for premature and low birth weight babies in the healthcare system. The goal is to bring great benefits to this group of fragile children: reduce neonatal infections, increase organ maturation (heart, lungs, brain, nervous system and immune system...) increase survival and Early Child Development from this important neonatal period of life.</p> <p>However, up to now, 1) the rate of KMC application for premature and LBW babies is still very low compared to the number of premature and LBW babies in the district and province; 2) Percentage of children who receive KMC in accordance with the guideline of the Ministry of Health and WHO of the hospitals and are supported to continue KMC at home and supported with nutritional care, disease detection and treatment timeliness for children after discharge from the hospital is even lower; and 3) statistical data and reports are not complete or accurate.</p> <p>Therefore, it is necessary to focus on supporting the KMC practice, monitoring the process of implementing and sustaining KMC from each KMC Unit of the provincial hospital; to build a KMC practice center with a team of KMC practice trainers to train and replicate KMC for the district and community levels to meet the goal of reducing neonatal mortality rates and enhancing early child development specially for mountainous provinces and Central Highlands.</p> <p>UNICEF would like to seek a consultant to provide technical support for provincial hospitals in organization of KMC trainings for provincial and district health staff and providing hand-on coaching on KMC implementation.</p>			
<p><b>Scope of Work:</b></p> <ul style="list-style-type: none"> <li>• To facilitate organization of KMC trainings for provincial and district health staff at provincial hospitals</li> <li>• To provide technical hand-on coaching to provincial and district health staff on performance of KMC to be in line with national standards.</li> <li>• To document the results of KMC intervention at provincial hospitals in 07 provinces supported by UNICEF.</li> </ul>			
<p><b>Child Safeguarding</b></p> <p>Is this project/assignment considered as "<a href="#">Elevated Risk Role</a>" from a child safeguarding perspective?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO    If YES, check all that apply:</p> <p><b>Direct contact role</b>    <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p><b>Child data role</b>    <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>			

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

<p><b>Included in Annual/Rolling Workplan:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please justify: the consultant to support on implementing KMC is one time intervention which is not included in the UNICEF's annual workplan signed with MOH.</p>		
<p><b>Consultant sourcing:</b></p> <p><input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both</p> <p><b>Competitive Selection:</b></p> <p><input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Roster</p> <p><b>Single Source Selection</b> <input type="checkbox"/> (Emergency - Director's approval)</p>		<p><b>Request for:</b></p> <p><input checked="" type="checkbox"/> New SSA – Individual Contract</p> <p><input type="checkbox"/> Extension/ Amendment</p>
<p><b>If Extension, Justification for extension:</b> N/A</p>		
<p><b>Supervisor:</b> Health Officer</p>	<p><b>Start Date:</b> 30 June 2024</p>	<p><b>End Date:</b> 30 November 2024</p>

Work Assignments Overview	Deliverables/Outputs	Delivery deadline	Estimated level of effort (days)
<p><b>Task 1: To develop KMC training and Practice Support (Coaching) implementation plan with quality improvement for provincial hospitals.</b></p> <ul style="list-style-type: none"> <li>- Prepare training materials, basic data collection forms related to KMC implementation in 2023 that will be sent to 7 provincial hospitals.</li> <li>- Guide and support the hospital's KMC Team in the data collection activities and build the KMC Action Framework.</li> <li>- Facilitate organization of online meetings with the representative of the director Board and the Head of the Department of Neonatal Pediatrics or the Department of Neonatology or the Neonatal Unit to discuss based on the KMC action framework and the training plan in what time can be implemented.</li> </ul>	<p>07 KMC Training and Practice Support plans are developed and endorsed by DOH/Hospital.</p>	<p><b>20 July 2024</b></p>	<p><b>10</b></p>

- Provide technical advice to provinces to develop and finalize KMC Training and Practice Support plans.			
<b>Task 2: To facilitate 03 day training course for each province for provincial and district health staff on KMC.</b>	07 training courses for health staff on KMC will be conducted.	<b>30 October 2024</b>	<b>21</b>
- Conduct pre- and post tests for the participants			
- Give lectures according to the program for KMC doctors, nurses and other staff			
- Facilitate role-playing practice by pair, discussion on advantages, disadvantages, and solutions for KMC children and families that students have just presented.			
<b>Task 3: To provide coaching on KMC implementation for health staff in the hospital after trainings, this task will be integrated with the training course trip (task 2).</b>	07 coaching days on KMC for health staff will be conducted.	<b>30 October 2024</b>	<b>07</b>
- Conduct patient room visits and train the health staff on performing KMC practice.			
- Conduct brief meetings with KMC team at hospital to discuss and summary the coaching results.			
<b>Task 4: To document the implementation of KMC in 07 hospitals, working from distance.</b>	<ul style="list-style-type: none"> <li>- 01 consolidated report with 07 sub-reports on the results of KMC capacity building for health staff from 07 provinces will be developed.</li> <li>- 01 KMC case study on KMC implementation at hospitals with lessons learnt, and programme and policy recommendations will be developed.</li> </ul>	<b>22 November 2024</b>	<b>07</b>
- Write a detailed report on KMC Training and Practice Support Activities			
- Write a case study on KMC implementation for each province.			
<b>Total</b>			<b>45</b>

Travel International (if applicable)/ Đi lại quốc tế	N/A		
<b>Travel Local (please include travel plan)/ Đi lại quốc nội.</b> Travel from Ha Noi <-> Dien Bien: Travel from Ha Noi <-> Son La: Travel from Ha Noi <-> Lao Cai: Travel from Ha Noi <-> Lai Chau: Travel from Ha Noi <-> Gia Lai: Travel from Ha Noi <-> Dac Lak: Travel from Ha Noi <-> Kon Tum:			
<b>DSA x 42 days</b>			
<b>Other miscellaneous cost:</b>			
<b>Payment schedule:</b> - First payment of 20% of the total contract cost will be paid when consultant complete <b>Task 1.</b> - Second payment of 60% of the total contract cost will be paid when consultant complete <b>Task 2 and Task 3.</b> - Final payment of 20% of the total contract cost will be paid when consultant complete <b>Task 4.</b>			

<p><b>Minimum Qualifications required*:</b></p> <p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines</p> <ul style="list-style-type: none"> <li>• At least mater degree or equivalent experience in medicine, public health, or related areas.</li> <li>• MD degree specialized in newborn care is preferred.</li> <li>• Minimum 10 years of progressively responsible professional work in MNCH, experience in KMC implementation is an asset.</li> </ul> <p>*Minimum requirements to consider candidates for competitive process</p>	<p><b>Knowledge/Expertise/Skills required *:</b></p> <ul style="list-style-type: none"> <li>• Experience in development of project concepts/proposals/documents, coordination and planning and implementation of health projects relating to Maternal, Neonatal and Child health, especially on Kangaroo Mother Care method for preterm and Low birthweight babies.</li> <li>• Knowledge on the health system overall and the health sector’s management system of maternal and Child health Care as well as advantage, disadvantage/limitations so far in Vietnam.</li> <li>• Experienced pediatrian, especially on clinical and management of child health problems in both hospital and community, such as newborn health issues, Kangaroo Mother Care, Breast-Feeding, Early Child Development, Collaboration between Pediatrics and Obstetrics branches.</li> <li>• Experienced trainer, especially on Newborn Care Practice, Kangaroo Mother Care, Breast-Feeding, Continuum of care for Maternal, Newborn and Child Survival and Perinatal health.</li> <li>• Experienced researcher, especially for Neonatal Health and Survival, Kangaroo Mother Care, challenges and effects of the community-based Participatory Intervention for Maternal, Newborn Survival.</li> <li>• Good written and communication skills in both Vietnamese and English.</li> </ul>
<p><b>Evaluation Criteria (This will be used for the <a href="#">Selection Report</a> (for clarification see <a href="#">Guidance</a>))</b></p> <p>A) Technical Evaluation (e.g., maximum 75 Points)</p> <ul style="list-style-type: none"> <li>• Educational background: 20 points</li> <li>• Relevant work experience (45 points)</li> <li>• Required language(s) (10 points): Good written and communication skills in both Vietnamese and English.</li> </ul> <p>B) Financial Proposal (e.g., maximum of 25 Points)</p> <ul style="list-style-type: none"> <li>• The maximum number of points shall be allotted to the lowest Financial Proposal that is opened /evaluated and compared among those technical qualified candidates who have attained a minimum 50 points score in the technical evaluation. Other Financial Proposals will receive points in inverse proportion to the lowest price.</li> <li>• The Contract shall be awarded to candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview if needed.</li> </ul>	
<p><b>Administrative details:</b></p> <p>Visa assistance required: <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:</p>	<p><b>If office based, seating arrangement identified:</b> <input type="checkbox"/></p> <p>IT and Communication equipment required: <input type="checkbox"/></p> <p>Internet access required: <input type="checkbox"/></p>



