

Title: Technical Lead, EIR Development and Deployment	Funding Code – SM220059	Type of engagement <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor	Duty Station: Kingston
<p>Background</p> <p>Jamaica established the Expanded Programme on Immunisation (EPI) in 1977, which has achieved great success in children's vaccination. Since 1986, the Public Health (Immunisation) Regulations of the Public Health Act of Jamaica have specified that all children under the age of seven must be adequately immunised before entering the school system. A child's parents must produce and present a certificate of immunisation (currently presented in a manual booklet form) issued by the immunisation or medical officer. The Family Health Unit of the MOHW is responsible for executing and overseeing the EPI. Jamaica successfully eliminated poliomyelitis in 1982; measles in 1991; rubella in 2000; while the last case of congenital rubella syndrome was recorded in 1998; and since March 2021, COVID-19 Vaccination Implementation Programme (VIP) has commenced vaccinating the population against the Coronavirus disease. The Ministry of Health and Wellness (MOHW) is undergoing a rapid ICT transformation of its health services, which will use information systems to aid in how the Ministry provides healthcare services and how people access them. Information systems play a crucial role in producing the information that will guide the EPI's strategic, managerial, and operational decisions. The ultimate goal is to have information that fulfills three criteria: quality, coverage, and credibility. This information will allow the EPI to make decisions to reduce the morbidity and mortality associated with vaccine-preventable diseases (VPDs) and improve program management performance.</p> <p>Purpose of Activity/Assignment:</p> <p>This consultancy will play a leading role in overseeing the design, planning and implementation of an electronic immunization registry (EIR) for the MOHW's EPI. The consultant will sit at the MOHW and work in tandem with a Project Management consultant and other team members to ensure successful completion of all tasks supporting the project.</p>			
<p>Key Functions, Accountabilities & Tasks</p> <p>This consultancy will proactively engage all relevant stakeholders to work collaboratively towards the development of an EIR for Jamaica. Under the supervision of the UNICEF Health Specialist and Director, Information and Communication Technologies Unit (Acting) MoHW, the consultant is expected to perform the following tasks:</p> <ol style="list-style-type: none"> 1. Coordinate and serve as the MOHW technical and lead focal point for the programme of activities that will lead to the development of a fit for purpose EIR for the Government of Jamaica including the provision of support to the MOHW/DICE/UNICEF EIR Assessment Consultant. 2. Build upon the work produced by the MOHW/DICE/UNICEF consultant to co-develop a comprehensive implementation plan for the design and rollout of the EIR. 3. Construct the appropriate governance and implementation arrangements for the effective and efficient implementation of the EIR, including the development of a steering committee and sub-technical working groups (TWG). 4. Support the design and implementation of a robust change management intervention that ensures the seamless implementation of the EIR, including the provision of inputs into a training strategy and, in collaboration with the product developers, a robust training curriculum for front line health workers. 5. Provide technical support to the MOHW, Regional Health Authorities and UNICEF on the rollout of the EIR and implementation of the change management intervention. 6. Coordinate with the Project Management consultant to oversee and manage the implementation team for the EIR in Jamaica. 			
Budget Year: 2022-23	Requesting Section/Issuing Office: Programme/Kingston Jamaica	Reasons why consultancy cannot be done by staff: Technical expertise not available in the office	

Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/>			
Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/>		Request for: <input checked="" type="checkbox"/> New SSA	
Consultant selection method: <input type="checkbox"/> <input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)			
If Extension, Justification for extension:			
Supervisor: UNICEF Health Specialist and Director, Information and Communication Technologies Unit (Acting) MoHW	Start Date: November 15, 2022	End Date: October 31, 2023	Number of Days (working)

Key Deliverables:

1. Consolidation and delivery of background documents needed by the MOHW/DICE/UNICEF EIR Assessment consultant including but not limited to: joint workplan, eGov documents, regulatory documents and those related to data governance frameworks and legislation, digital health strategies, roadmaps and other plans, documentation on the EPI program, EPI and MOHW indicators, health strategies, strategic visions and other relevant documents.
2. TOR for technical working groups (governance mechanisms) needed to ensure stakeholder engagement with the EIR design and rollout. Notes from TWG meetings stored in an accessible online repository.
3. Project implementation plan, timeline and budget for the roll out and maintenance of the EIR co-developed with Project Management consultant and MOHW/UNICEF EIR team.
4. Staffing needs matrix ,draft organogram and development of ToRs of positions needed to successful roll out and maintain a phase-one EIR, co- developed with Project Management Consultant and MOHW/UNICEF EIR team.
5. Training strategy, curriculum and staffing structure for EIR trainings co-developed with Project Management Consultant and MOHW/UNICEF EIR team.
6. Empathy-based change management initiatives co-developed with Project Management Consultant and MOHW/UNICEF EIR team that identifies:
 1. The different sets of behaviours and beliefs related to technology, the use of EIR, digital data and digital transformation, with specific approaches to addressing each;
 2. Tools, approaches and protocols to be used in fulfilling the communication requirements of stakeholders.
7. Monthly progress reports that include:
 1. The progress made during the period (planned vs actual targets, etc.)
 2. The proposed activities for the ensuing month,
 3. Risks, challenges, gaps, and recommendations for addressing them
 4. Adjustments to be made to project plans as required

Timelines and Payment:

Tasks listed below are not chronological and will require simultaneous management. The consultant will be required to produce monthly reports with updates describing their contribution to the achievement of key activities deliverables in this ToRs. Monthly payments will be triggered by the approval of the monthly reports by the supervisors.

Estimated Consultancy fee			
Travel International (if applicable)	N/A		
Travel Local (please include travel plan)	To be included in the financial proposal		
DSA (if applicable)			
Total estimated consultancy costsⁱ			

Minimum Qualifications required:

Bachelors Masters PhD Other

A university degree in one of the following fields: Project Management, Education, Statistics, Information Communications Technology.

Knowledge/Expertise/Skills required:

- Experience in developing Electronic Immunisation Records linked with National Identification Number (NIN)s or Master Patient Index systems (MPI), especially deploying Digital Public Goods (DPG)-standard EIR and MPI.

	<ul style="list-style-type: none"> • Proven experience working on a project from the initial requirements and design stage to the final implementation. • Experience developing and deploying low-bandwidth applications in challenging work environments. • Experience developing and deploying solutions in a manner following the Principles for Digital Development (www.digitalprinciples.org), • Experience with PowerBI, Superset, etc. • Experience in procurement of goods and services through contractual agreements. 								
Administrative details: Visa assistance required: <input type="checkbox"/> Transportation arranged by the office: <input type="checkbox"/>	<input type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based: at MOHW								
Request Authorised by Section Head	Request Verified by HR:								
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><i>Approval of Chief of Operations (if Operations):</i></td> <td style="width: 50%; border: none;"><i>Approval of Deputy Representative (if Programme)</i></td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">_____</td> </tr> <tr> <td colspan="2" style="border: none;"><i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i></td> </tr> <tr> <td colspan="2" style="border: none;">_____</td> </tr> </table>		<i>Approval of Chief of Operations (if Operations):</i>	<i>Approval of Deputy Representative (if Programme)</i>	_____	_____	<i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i>		_____	
<i>Approval of Chief of Operations (if Operations):</i>	<i>Approval of Deputy Representative (if Programme)</i>								
_____	_____								
<i>Representative (in case of single sourcing/or if not listed in Annual Workplan)</i>									

ⁱ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

HOW TO APPLY

To apply, **click** on the Apply link

Candidates will need to submit :

- 1) A cover letter
- 3) Requested Monthly fee (in Jamaican Dollars)
- 4) CV that includes 4 relevant references.

In case of doubts please send your comments to Charlene Buckley cbuckley@unicef.org at least 3 working days before the deadline (3rd of November)