

TERMS OF REFERENCE
Strengthening Health System Performance in Guyana
15 March – 21 December 2021

I. Background

In March 2020, the emergence of the COVID-19 epidemic in Guyana required the swift implementation of preparedness and response activities. Funding, staff, health facilities, and other health system resources were redirected to support the response to the epidemic. A rapid assessment of the impact of the response in health programs showed that the provision services was affected in terms of reduced outpatient services, reduced inpatient loads across health facilities and in the availability of key health systems inputs (e.g. human resources, medicines and funding).

The Ministry of Health (MoH) has decided to strengthen its operations improving universal access in the context of a long term COVID -19 epidemic. The aim is to ensure that the response of the current epidemic does not prevent the provision of other health services in the country. PAHO/WHO will support in these efforts providing technical cooperation to improve health system performance and operations to ensure universal health. Work is required to strengthen health system governance, health finance, integrated health service delivery, access to quality, safe, and effective health technologies and to develop human resources for health.

There is a need to adopt policies and regulations, standardize processes, expand training, support the implementation of health services at regional level, enact new regulations, as well explore innovative service delivery mechanisms. A consultant with experience supporting strategic and planning levels, with strong understanding of field implementation approaches is required to support the MoH in its efforts to improve the performance of the health system as indicated above.

II. Goal

To support the MoH in its efforts to improve the performance of the health system in the context of a long term COVID -19 epidemic ensuring access to health services for all.

III. Purpose

To provide technical advice to the process the Ministry of Health of Guyana will lead to strengthen the surveillance system and to improve its capabilities to detect COVID -19 cases and contain the transmission of the epidemic. The consultant will make recommendations on matters related to the design, components, goals, strategic directions of the surveillance system, as well as the process to implement a continuous training program to expand surveillance in the field.

IV. Objectives

- a. To support the Ministry of Health in its efforts formulating health systems strategies, policies, and regulations, analyzing current strengths and weaknesses. The consultant will support preparing technical reports, conduct literature reviews, and contribute to prepare policy, strategy, and regulation proposals.
- b. To provide to the Ministry of Health advice in the formulation of technical guidelines, SOPs, TORs, formats, field manuals, organograms, and other operational material for different levels (national, regional and field level) for specific areas of work as required by the MoH.
- c. Contribute, prepare, and oversee implementation of baseline assessments to determine current health services operations, health systems resources and health needs of the population.
- d. Propose training programs, plan, and follow up its implementation in the areas of health systems, primary care, service delivery and skills development to human resources.

V. The Assignment

Specifically, the consultant will develop a work plan, including timelines for the main activities of this assignment. The consultant will develop and submit reports every 2 months and then one final report on the expected products of this assignment, as indicated in the table below.

No.	Activities	Proposed dates for Completion
1.	Develop and submit a work plan with tasks, including timelines for the main activities listed below.	21 March 2021
2.	Develop and implement a Monitor and Evaluation Plan for this Assignment.	28 March 2021
3.	Submit interim reports every 2 months and a final report on the expected products of this assignment to demonstrate technical and financial executions.	Interim reports on 15 May 2021, 15 July 2021, 15 September 2021 15 November 2021 Final Report 15 December 2021.
4.	Leadership and Governance a. Support in the formulation of proposal of a health system model and the service delivery model. b. Provide technical support to the MoH implementing regional EPI profiles	
5.	Provision of Health Services a. Provide technical support to the MoH implementing a regional service delivery strategy.	

6.	Health Financing a. Provide technical support in the development of a Health Financing analysis and strategy.
7.	Human Resources a. Provide technical support in the analysis of Human Resource for Health and an HRH Strategy.
8.	Medical Products and Technologies a. Support in the formulation and implementation of a training on pharmacovigilance.
9.	Perform other duties related to Health Systems and Services as required.

VI. Duration of Assignment

The duration of the assignment is 9 months. The assignment will commence on 15 March 2021 and will finish on 21 December 2021. The submission of the final report will be on 15 December 2021 for review and approval by the Project Manager.

VII. Deliverables and timeline

- 21 March 2021: Submission of Workplan
- 28 March 2021: Submission of Monitor and Evaluation Plan for this Assignment.
- 15 May 2021: Submission of 1st Interim Report.
- 15 July 2021: Submission of 2nd Interim Report.
- 15 September 2021: Submission of 3rd Interim Report.
- 15 November 2021: Submission of 4th Interim Report.
- 15 December 2021: Submission of Final Report.

VIII. Payment Schedule

The consultant will receive a **consultancy fee of US\$1,903.23** together with the applicable per diem **totaling US\$5,500.00 per month**, commensurate with experience and qualifications. Payments will be released on the recommendation of the Project Manager and approval of the PAHO/WHO Representative, Guyana, in accordance with the satisfactory completion of the deliverables outlined in these terms of reference. The **consultancy fee** details are as follows:

Payments	Dates	US\$	Products
1.	21 March 2021	1,903.23	Submission of Workplan for review and approval by the Project Manager.
2.	15 May 2021	1,903.23	Submission of 1 st Interim Report for review and approval by the Project Manager.

Payments	Dates	US\$	Products
3.	15 July 2021	3,806.46	Submission of 2 nd Interim Report for review and approval by the Project Manager.
4.	15 September 2021	3,806.46	Submission of 3 rd Interim Report for review and approval by the Project Manager.
5.	15 November 2021	3,806.46	Submission of 4 th Interim Report for review and approval by the Project Manager.
6.	15 December 2021	1,903.23	Submission of Final report summarizing main achievements, challenges, and recommendations for review and approval by the Project Manager.
Total		17,129.07	

IX. Qualifications and Experience

1. The selected candidate must hold a Medical Degree, with a master's degree in Public Health, Epidemiology, or related area.
2. The selected candidate should possess at least 10 years of professional experience in health systems or public health interventions. Out of them it is mandatory to have at least 5 years of direct experience managing and implementing the operationalization health services at district level.
3. Excellent communication in English and inter-personal skills.
4. Work experience implementing similar activities at least 4 years in Guyana is an asset.

X. Project Manager

Daniel Albrecht, Advisor, Health Systems and Services, PAHO/WHO, Guyana Country Office.