1. **BACKGROUND**

Jharkhand has shown good progress on reduction of Infant Mortality Rate (IMR), and Under 5 Mortality Rate (U5MR) as per Sample registration data 2015. But progress is very slow in reduction of Neonatal Mortality Rate (NMR). The Neonatal mortality rate in Jharkhand has declined only by 3/1000 (28 to 25) in last ten years while India shown decline of 11/1000 (37 to 26) and 73.6% of total infant deaths is happening within one month after birth.

Government of Jharkhand under the guidance from Government of India is strengthening facility based newborn care and district level SNCUs is being proposed in a phased manner in all districts of the state. Currently, 5 SNCUs are operational in the state and admissions rates in these SNCUs are improving gradually. As the coverage of SNCUs is increasing there is a simultaneous need to monitor performance and focus on quality of care being provided in the SNCUs. The clinical care coordinator will help in establishing robust clinical case management protocols including their regular use and also support capacity building of SNCUs staff both in existing as well as newly planned SNCUs in the state. The clinical care coordinator would also work towards improving quality of data recording in SNCUs ( both in the clinical case sheets as well as online software) and promoting use of data both at district and state level for providing timely feedback and taking corrective actions.

1. **PROGRAMME AREA AND SPECIFIC PROJECT AREA:**

IR 1.17. Governments and partners scale up programmes to deliver quality maternal and newborn care services, with focus on reducing neonatal deaths prioritizing the most vulnerable communities and groups.

Activity 5: Improving quality of care for small and sick newborns

1. **Specific project:**

The current mortality rate in SNCUs at state level is 11%. Similarly many of the SNCUs have a very high referral and left against medical advice rate reflecting critical gaps in quality of care. Also, in many of the SNCUs standard treatment protocols are not being followed, which is reflected in high usage of antibiotics and oxygen. In view of these challenges, there is a need to provide constant support to monitor quality of clinical care and ensure onsite correction through regular visits to these units. There is also a need to ensure operational bottlenecks affecting quality of care in the unit are addressed timely with required guidance from the State. The position of SNCU clinical care coordinator will therefore help in strengthening quality of clinical care in the existing SNCUs and promote use of standard treatment protocols for improving SNCU outcomes

1. **OBJECTIVES**

The position of SNCU clinical care coordinator will therefore help in strengthening quality of clinical care in the existing SNCUs and promote use of standard treatment protocols for improving SNCU outcomes.

1. **Duty Station**

State Child Health Cell, Government of Jharkhand

1. **Supervisor**

Health Specialist, UNICEF office for Jharkhand

1. **Major Tasks to be Accomplished**

* Support capacity building of existing staff as well as staff to be recruited for newly planned SNCUs
* Establishment of standard clinical case management protocols and monitor use of the same in both existing as well as upcoming SNCUs.
* Mentor SNCU staff in districts for monitoring quality of care in SNCUs including implementation of standard treatment protocols,
* Operationalize SNCU follow up system with SNCU follow up OPD in vicinity of SNCU and its linkages with community follow up system.
* Set up audit system for all neonatal deaths in SNCUs to be done jointly with Maternal Health staff
* Ensure proper maintenance of clinical records and entry of data from clinical records into online software.
* Monitor quality of data entry in SNCU online software and support state in analysis of reports and providing feedback.
* Collaborate with the State SNCU Cell to provide support and guidance for qualitative implementation and scaling up of the facility based neonatal care
* Support various trainings on facility based new-born care as per the request from government and support state in strengthening transit care for neonates

1. **MONTH-WISE TASKS/ DELIVERABLES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Major Tasks** | **Key Deliverable(s)** | **Estimated deadline for completion of deliverable** | **Consultancy days** | **Payments** |
| 1. Support capacity building of staff of both new and existing SNCUs 2. Establish robust clinical case management protocols in SNCUs and ensure its diligent use in case management | * Capacity building plan for SNCU staff developed for 2017 * Key gaps in clinical care identified, documented and corrective actions initiated | 31st May 2017 | 10 | 5%  5% |
| 1. Mentor SNCU staff in districts for monitoring quality of care in SNCUs including implementation of standard treatment protocols. Capacity building of staff on transit care 2. Operationalize SNCU follow up system with SNCU follow up OPD in vicinity of SNCU and its linkages with community follow up system and SNCUs following standard treatment protocol | * Minimum one visit to 5 SNCUs completed * Capacity building of staff nurses on transit care. * SNCU facility and community based follow up operationalized in all 5 SNCUs. * All SNCUs are following standard treatment protocols | 31st July 2017 | 40 | 5%  5%  10%    10% |
| 5. Set up audit system for all neonatal deaths in SNCUs to be done jointly with Maternal Health staff | Mechanism of joint monthly review/ audit of all SNCU deaths by SNCU and maternity team established with corrective measures initiated. | 30th September 2017 | 40 | 10% |
| 1. Ensure proper maintenance of clinical records and entry of data from clinical records into online software | All SNCUs maintaining complete and proper records and entering data in SNCU online software as per guidelines | 31st October 2017 | 20 | 20% |
| 1. Monitor quality of data entry in SNCU online software and support state in analysis of reports and providing feedback | * Detailed analysis of data from SNCU online database for district and state done every month with clear recommendations for corrective actions shared with district and state authorities * Final progress report and recommendation for 2017 submitted | 31st December 2017 | 40 | 10%    20% |
| Total | | | 150 | 100% |

*There could be overlap in some of the tasks for the above deliverables. If deliverables are delayed due to extraneous circumstances (in extra ordinary cases and satisfaction of the supervisor) monthly payments can be claimed against submission of a Progress Report*

**8. Estimated Duration of Contract and Deadline for Submission of End**

**Product**

15th May 2017 to 31st December 2017

1. **Official Travel Involved**

Extensive travel across the State. Travel for at least 8-10 days in a month

**10. Qualifications and COMPETENCIES:**

The candidate should have:-

Education:

* MD Paediatrics with one year experience or DCH with 2 year experience of working in SNCUs /NICU either in government or private sector.
* Membership of National Neonatology Forum/ Indian Academy of Paediatrics would be desirable
* Experience of conducting SNCU trainings would be desirable

Competencies

* Good clinical knowledge and skills
* Ability to be flexible and ready to keep pace with evolving project needs
* Excellent communication and interpersonal skills in a multi-cultural environment
* Ability to communicate and write in Hindi and English
* Working knowledge of MS excel, word and power point

**Application Procedures**

(1) Qualified female/male candidates are requested to please indicate their ability and availability to undertake the terms of reference above.

(2) We request you to please inform us where you have seen this advertisement.

Please send your response to e-mail id: **“consultants.ranchi@gmail.com”** latest by **TEN CALENDER DAYS** from the date of publication of this advertisement with subject line **"Clinical Coordinator, SNCU”** inseparate files:

1. An application letter (Please mention **your name** in the file name while saving as per this format **“<Your Name>\_application letter for Clinical Coordinator, SNCU**
2. CV (Please mention **your** **name** in the file name while saving as per this format **“<Your Name>\_CV for Clinical Coordinator, SNCU**
3. P11 form (P-11 can be downloaded from our website at http://www.UNICEF.org/india/overview\_1440.htm) (Please mention **your** **name** in the file name while saving as per this format **“<Your Name>\_ P11 for Clinical Coordinator, SNCU**
4. A financial proposal ***in PDF format*** indicating deliverable based fee as per template attached. Please mention your **name** in the file name while saving as per this format **“<Your Name>\_Financial Proposal for Clinical Coordinator, SNCU**

**PLEASE NOTE ALL THE LISTED DOCUMENTS ARE MANDATORY AND FAILING IN SUBMISSION OF ANY DOCUMENT, THE APPLICATION WILL NOT BE CONSIDERED.**

**Selection Procedures:**

1.  The selection will be on the basis of technical evaluation & financial proposal in the ratio of 80:20.

2.  The criteria for technical evaluation is as follows:

|  |  |  |
| --- | --- | --- |
| **Technical Evaluation Criteria** | **Max Scores** | **Min Scores to qualify** |
| Education Qualifications and Relevant Experience | 15 | 9 |
| Written Test | 35 | 21 |
| Interview | 30 | 18 |
| Total | 80 | 48 |
| Qualifying Scores for Technical Evaluation | 80 | 48 |
| Minimum qualifying mark for Technical Evaluation will be 48 (out of 80) | | |

The financial proposals of only those candidates, who are found technically responsive, will be opened.

**NOTE:**

1. Any attempt to unduly influence UNICEF’s selection process will lead to automatic disqualification of the applicant.
2. Joint applications of two or more individuals are not accepted.
3. Only short-listed candidates will be called for written test/interview.
4. UNICEF does not charge any fee during any stage of the process. Only shortlisted candidates will be contacted.

For any clarifications, please contact:

Supply and Procurement- Focal Point

UNICEF Office for Jharkhand

VISWA Complex, Near Jodapul (IICM)

Kanke Road, Ranchi, Jharkhand

**Financial Bid**

**INDIVIDUAL CONSULTANT FOR CLINICAL COORDINATOR, SNCU**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Major Tasks** | **Deliverable (s)** | **UNICEF Estimate** | | | **Consultant's Proposal** | |
|  |  | **Estimated deadline for completion of deliverable (please mention as days/months)** | **Estimated travel required for completion of deliverable (please mention destination/ number of days)** | **Payments** | **Complete timeframe for deliverable** | **Cost (INR)**  (only professional fee) |
| 1. Support capacity building of staff of both new and existing SNCUs 2. Establish robust clinical case management protocols in SNCUs and ensure its diligent use in case management | * Capacity building plan for SNCU staff developed for 2017 * Key gaps in clinical care identified, documented and corrective actions initiated | 31st May 2017 | 8 days to West singhbhum, Dhanbad, Gumla and Ghatshila | 5%  5% |  |  |
| 1. Mentor SNCU staff in districts for monitoring quality of care in SNCUs including implementation of standard treatment protocols. Capacity building of staff on transit care 2. Operationalize SNCU follow up system with SNCU follow up OPD in vicinity of SNCU and its linkages with community follow up system and SNCUs following standard treatment protocol | * Minimum one visit to 5 SNCUs completed * Capacity building of staff nurses on transit care. * SNCU facility and community based follow up operationalized in all 5 SNCUs. * All SNCUs are following standard treatment protocols | 31st July 2017 | 24 days to West singhbhum, Dhanbad, Gumla and Ghatshila | 5%    5%  10%    10% |  |  |
| 5. Set up audit system for all neonatal deaths in SNCUs to be done jointly with Maternal  Health staff | Mechanism of joint monthly review/ audit of all SNCU deaths by SNCU and maternity team established with corrective measures initiated. | 30th September 2017 | 16 days to West singhbhum, Dhanbad, Gumla and Ghatshila | 10% |  |  |
| 1. Ensure proper maintenance of clinical records and entry of data from clinical records into online software | All SNCUs maintaining complete and proper records and entering data in SNCU online software as per guidelines | 31st October 2017 | 8 days to West singhbhum, Dhanbad, Gumla and Ghatshila | 20% |  |  |
| 1. Monitor quality of data entry in SNCU online software and support state in analysis of reports and providing feedback | * Detailed analysis of data from SNCU online database for district and state done every month with clear recommendations for corrective actions shared with district and state authorities * Final progress report and recommendation for 2017 submitted | 31st December 2017 | 14 days to West singhbhum, Dhanbad, Gumla and Ghatshila | 10%    20% |  |  |
| Total (INR) | | | 70 | 100% |  |  |

*Shaded area to be filled in by consultant*

**Name of the Bidder:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**

***Note: Financial proposal should be provided in a separate attachment***