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**Consultant Scope of Work to conduct facility baseline assessment in Gasabo/Kibagabaga Catchment area**

1. **Background**

High-impact interventions (HIIs) together with political support and enhanced technical abilities have allowed Rwanda to make great strides in MNCH. Rwanda was one of nine countries to reach the Millennium Development Goals (MDGs) related to reduction in maternal deaths. However, although significant improvements have been made in MNCH in Rwanda, the number of maternal deaths remains high.

RSOG through the Sexual and Reproductive Health and Rights Project (SRHR) is with the Ministry of Health (MoH) and Rwanda Biomedical Center (RBC) to implement approaches demonstrated to reduce maternal, newborn and child morbidity and mortality in Gasabo District to accelerate progress towards the goals outlined in the Health Sector Strategic Plan (HSSP) IV and move Rwanda closer to both universal health coverage and attainment of Sustainable Development Goal 3. This project aims to increase the awareness of health rights and access to health services for the most vulnerable women, adolescents and children. The SRHR project will provide evidence-based learning and performance support to improve health workforce capacity, skills and quality of routine MNCH services, as well as management of maternal and child complications, in line with national guidance.

1. **Objective of the assessment**

The assessment is planned to serve a baseline of the SRHR services and capacity-building programs offered at the district and HCs in order to gain insight into their support needs. It will aim to:

* Determine the availability of staff that provide MNCH care and the status of training on MNCH for those staff.
* Identify the existing level of knowledge of the trained staff related to EmONC, essential newborn care (ENC), Family planning, as well as gender and right.
* Determine the availability and utilization of SRHR services by women and adolescent girls
* Inform the project of the workload at each of the 16 HCs and Kibagabaga hospital in Gasabo district
* Assess each health facility system components including equipment and health services availability
* Support the facilities, identify their own strengths and gaps and inform the development of integrated actions plans to improve availability, utilization and quality of RMNCH

1. **Deliverables**

The consultant shall be required to submit the following deliverables to RSOG within the timeframe proposed below.

1. Prepare and submit an inception report outlining the following:-

* Broad understanding of the core issues to be addressed through this work
* Key steps to follow in the process (how work will be executed)
* Work plan with time frame and support needed to accomplish the deliverables of this consultancy;

1. Conduct desk review of related MoH RMNCH strategies, guidelines and develop the assessment and action planning tools
2. Organize/facilitate consultative meeting on the assessment process as well as the tools to get inputs from project staff.
3. Orient facilitators of the assessment to the tools
4. Supervise the implementation of the assessment and facility action planning
5. Prepare and submit a final report presenting the results of the assessment and a PPT presentation
6. **Estimated Duration of Assignment**

The assignment is planned to be accomplished in 20 working days, this include data collection, analysis and report. Below are steps with time allocated:

* Preparation activities 3 days
* Update and adapt the assessment tools 3 days
* Orientation of data collectors 2 days
* Data collection 4 days
* Analysis and reporting 6 days

1. **Proposed payment schedule based on deliverables**

The consultant reimbursement will be done in two milestones:

* 30% of the entire consultancy amount to be paid to the consultant as advance for the startup activities
* 70% to be paid after submission of the final report

1. **Responsibilities of RSOG and SRHR Project**

RSOG Office have the following responsibilities:

1. Throughout this assignment, RSOG president will work and follow up closely the consultant work
2. Review draft report and provide written feedback

**Qualifications or Specialized Knowledge /Experience Required**

* University Degree in Public Health, Medicine, statistics, or related social sciences with minimum of five years of experience in Health System strengthen and Health system Monitoring & Evaluation
* Proven experience of designing and or implementing health sector or health facility performance assessment
* Experience working with MoH and its partners implementing facility readiness assessments
* Expertise in Information Technology (IT) required to build a digital platform for entering the assessment data
* Proof of conducting the same work in the previous two years
* Experience in working with facilities to develop action plan based at data use and prioritization
* Demonstrated competence in oral and written English and Kinyarwanda language skills, including a proven ability to prepare reports and proposals in a clear, concise manner. (The program may ask short listed applicants for copies of previous evaluation reports.)
* Strong organizational skills, attention to detail, and ability to meet deadlines.
* Demonstrated computer and data analysis skills, including proficiency in use of Microsoft Office software and statistical software (SPSS, STATA epi Info etc).
* Knowledge of the country context

**How to apply**

Interested potential consultants are invited to submit their application files to the RSOG office or send through e mail: [info@rsog.org.rw](mailto:info@rsog.org.rw) **“Consultant Scope of Work to conduct facility baseline assessment”** in the subject line **by March 17th, 2023**

**The application file should include:**

* Motivation letter and updated CVs;
* 3 Professional references with full names, phone number and email address;
* Technical proposal (3 pages maximum) including the client understanding of Scope of Work;
* Financial proposal with detailed activities & related cost;
* The applicant is requested compile he/her application documents in one file.