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Consultancy Opportunity: Terms of reference for development of peripartum hysterectomy training materials

Background

At IntraHealth, we are a global team of creative, committed humanitarians on a mission. We are advocates, technologists, health workers, and communicators. We are passionate and diverse; and are united in our belief that everyone everywhere should have the health care they need to thrive. That's why we work every day to improve the performance of health workers around the world and strengthen the systems in which they work.

For 40 years in over 100 countries, IntraHealth has partnered with local communities to make sure health workers are present where they're needed most, ready to do the job, connected to the technology they need, and safe to do their very best work. Our programs are designed with a deep understanding of and appreciation for the context of human rights, gender equality and discrimination, economic empowerment, and changing populations.

Are you a gynecologist with experience in the development of clinical guidelines and protocols? This opportunity might be of interest to you.

Momentum Safe Surgery in Family Planning and Obstetrics (MSSFPO) is a five-year USAID funded project implemented by IntraHealth International that partners with the Government of Rwanda (GOR) through the Ministry of Health (MOH) and the Rwanda Biomedical Center (RBC) to strengthen surgical safety within maternal health (MH) and family planning (FP) in 20 districts with the goal to contribute to the reduction of maternal and infants mortality and morbidity and improve utilization of informed, voluntary, consented safe MH and FP services, by addressing existing obstacles that undermine access to, and use of, safe surgery for MH and FP care.

Training of experienced general practitioners in peripartum hysterectomy is part of the priority activities that USAID/MSSFPO will support. The purpose is to improve access to quality obstetric surgical care. Peripartum hysterectomy is a major operation performed on clients with severe and life-threatening uterine hemorrhage due to abnormal placentation (acreta, increta, or percreta), uterine atony, and uterine rupture, that can't be controlled with other measures during or immediately after abdominal or vaginal deliveries. Hemorrhage can happen before, during and after delivery. Evidence has shown that increase in the cesarean delivery rate is one of the main risk factors of emergency peripartum hysterectomy. In Rwanda, the rate of births cesarean deliveries has been increasing steadily from 3% in 2005, 7% in 2010, 13% in 2014-15, and 15% in 2019-20, with the highest rate of 25% reported in urban areas (RDHS, 2019-20). The magnitude of complications related to peripartum hysterectomy is dependent availability of resources and the level of surgical training of providers. Performing peripartum hysterectomy requires competency and experience that many medical doctors/general practitioners currently working in hospitals lack. Therefore, USAID MSSFPO will support MOH/RBC to conduct the training of experienced medical doctors and general practitioners (GPs) on hemostatic peripartum hysterectomy. The first step in this process is to develop the training materials, including a curriculum, training manual, PowerPoint presentations, and participant competency validation logbook. USAID MSSFPO is recruiting a specialized consultant to support the development of these training materials.

Purpose of the consultancy

To develop peripartum hysterectomy training materials: curriculum, training manual, PowerPoint presentations, and participant competency validation logbook.

Scope of work

The consultant will be expected to undertake the following tasks:

- Participate in introductory meetings with USAID-MSSFPO and MOH/RBC.
- Conduct desk review of updated available evidence on peripartum hysterectomy globally and in Rwanda.
- Submit summary report from the desk review.
- Develop the peripartum hysterectomy training materials, including curriculum, training manual, PowerPoint presentations, and participant competency validation logbook.
- Present the first draft of the peripartum hysterectomy training materials to MOH/HRH Secretariat, RBC, Rwanda Medical Council, RSOG, and USAID MSSFPO for review.
- Participate in a one-day workshop presenting peripartum hysterectomy and obtain inputs from a technical team of obstetricians and gynecologists.
- Incorporate inputs from reviewers.
- Submit the final version of the training materials on peripartum hysterectomy, including curriculum, training manual, PowerPoint presentations, and participant competency validation logbook to MOH/HRH Secretariat, RBC and USAID MSSFPO for approval.

Qualifications

The ideal candidate (consultant) is expected to meet and/or possess the following qualifications and requirements.

Education and training

- Medical doctor with an advanced degree in gynecology and obstetrics.

Experience and skills

- Proven experience in working with Government institutions and health sector partners, as a consultant, in developing maternal, newborn, and child health training materials and guidelines.
- Excellent writing and communication skills in English.
- Ability to work independently and to take initiative; and
- Excellent interpersonal skills and professional attitude.

Deliverables

The consultant will be expected to provide the following deliverables:

- Report of the desk review on peripartum hysterectomy.
- First draft of curriculum, training manual, PowerPoint presentations, and participant competency validation logbook presented to MOH/HRH Secretariat, RBC, Rwanda Medical Council, RSOG, and USAID MSSFPO for review.
- Participate in a one-day stakeholder workshop to review the documents.
- Second draft of training materials developed after incorporation of inputs from MOH/HRH Secretariat, RBC, Rwanda Medical Council, RSOG, and USAID MSSFPO.
- Final version of training materials on peripartum hysterectomy, including curriculum, training manual, PowerPoint presentations, and participant competency validation logbook submitted to MOH/HRH Secretariat, RBC, and MSSFPO for approval.

Timeframe

This consultancy is expected to be implemented within a timeframe of two months with a maximum level of effort of 30 working days, and the assignment must be completed by July 30, 2022. The tasks and expected level of effort (LoE) are outlined in the table below.

#	Task	Level of effort
1.	Participate in introductory meetings with USAID MSSFPO and MOH/HRH Secretariat, and RBC	1
2.	Conduct desk review of updated available evidence on peripartum hysterectomy and in Rwanda.	3
3.	Develop the peripartum hysterectomy training materials including curriculum, training manual, PowerPoint presentations, and participant competency validation logbook	22
4.	Present the first draft of the training materials developed to MOH/HRH Secretariat, RBC, Rwanda Medical Council, RSOG, and USAID MSSFPO for the review during a one-day workshop	1
5.	Incorporate inputs from reviewers and submit a second draft of the training materials for final review by MOH/HRH Secretariat, RBC, and USAID MSSFPO	2
6.	Submit the final version of the training materials on peripartum hysterectomy, including curriculum, training manual, PowerPoint presentations, and participant competency validation logbook to MOH/HRH Secretariat, RBC, and USAID MSSFPO for approval	1
	Total number of working days	30

Supervision

The consultant will work closely with USAID MSSFPO, MOH/HRH Secretariat, and /RBC technical teams under the direct supervision of the MSSFPO Senior Safe Surgery Technical Advisor.

Selection criteria

Applications will be assessed on financial reasonableness and technical considerations. Maximum scores for technical and financial applications will be 70% and 30%, respectively.

Technical evaluation criteria/ 70 marks

Medical doctor with an advanced degree in gynecology and obstetrics (20 pts)	Proven experience in working with Government and health sector institutions (partners as a consultant to develop maternal, newborn, and child health training materials and guidelines (15 pts)	Excellent writing and communication skills in English (10pts)	3 certificates of successful completion of similar work (15 pts)	Clear and realistic timeline (10 pts)
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How to apply

Applications must be sent to the Chief of Party via email: ingobyprocurement@intrahealth.org with the subject line “**Development of peripartum hysterectomy training materials**” in the subject line, no later than **June 19, 2022, before 5.00 pm, Kigali time.**

The application file should include:

- Motivation letter and updated CV.
- Three professional references with full names, phone number, and email address.
- Well written technical proposal (3 pages maximum), including your experience in similar assignments, understanding of the current assignment, and how you plan to carry out the assignment/methodology.
- Proof of successful completion of similar assignments within the last 5 years.
- Financial proposal - provide your daily consultancy rate including applicable taxes in Rwandan francs(FRW) only; and
- Proposed timeline for the assignment.

Equal opportunity employer

IntraHealth International is proud to be an **equal opportunity employer**. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law, and requires affirmative action to ensure equality of opportunity in all aspects of employment. This is also to include inquiry about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

Note: Only applicants fulfilling the above requirements will be contacted. If you don't hear from us within one week from the submission deadline, consider your application unsuccessful.