

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Botswana
Purpose of consultancy:	Rapid assessment of the COVID-19 pandemic on continuity, access and utilization of essential sexual and reproductive health services within the public health facilities
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>Botswana recorded the first case of the COVID-19 virus on March 31 2020 resulting in prompt measures to contain the spread of the disease within the country including extreme social distancing, closure of ports of entry and declaration of State of Public Emergency. As of July 23 2021, Botswana has recorded 102,124 local COVID-19 cases and a total of 1485 deaths translating to a case fatality ratio (CFR) of 1.45%. The pandemic is compounding the existing health system and response challenges. Keeping the health system functioning, maintaining essential health services whilst also responding to the COVID-19 situation is a difficult balancing act particularly as human and financial resources are diverted from various health programs to respond to the infectious disease outbreak. Service disruptions may result from stockouts of essential commodities, repurposing of healthcare workers at all levels and temporary closure of health facilities. Accessibility of services can also be affected by specific mitigations such as lockdowns, curfew and the effects these have on access to transportation and other household needs. Those needing health services may delay or avoid seeking care at facilities from fear of infection or lack of trust in the health system. As part of the COVID-19 response efforts, the MOHW was prompt in identifying essential health services to be maintained in the midst of the pandemic and these included sexual and reproductive health and rights services including maternal health and newborn, family planning and HIV/AIDS services. Notwithstanding this, anecdotal evidence suggests that due to measures to control the pandemic such as movement restrictions, access to SRHR services may have been impeded. Further, frequent stock outs of reproductive health commodities essential SRH including family planning have been reported during the course of 2020, with the country struggling to meet recommended stock levels for family planning commodities during periods of crises. The inevitable rationalization and equitable distribution of healthcare workers in response to COVID-19 in a country already facing shortage of skilled health workers will very likely impact the continuity of essential health services, including SRH, HIV and GBV services.</p> <p>The WHO guidance on monitoring effects of COVID-19 on essential services recommends that health managers at national level should review indicators at least every quarter with an aim to answer specific questions about the progress of health programmes. For effective programming and response planning, it becomes imperative that the extent to which availability, accessibility and utilization of essential SRHR services have been affected by the COVID-19 pandemic be established. Review of key SRH indicators will help to provide an overview of SRH services continuity and help to detect problems and critical areas of intervention. It is against this background that the MOHW with support from UNFPA will conduct a rapid assessment on continuity of SRH services in 2020 with 2019 as the comparator year. The assessment will focus on four key areas namely; a) coordination, b) innovation, c) supply chain management during covid era and d) performance of SRH key indicators during covid</p> <p>Objectives and Scope of the Consultancy</p> <p>This assessment aims to assess the extent to which availability, accessibility and utilization of essential SRHR services have been affected by the COVID-19 and to understand the drivers of changes in the values of the indicators to ultimately inform planning and decision-making. Key SRHR performance indicators will be analysed to assess changes in access to and delivery of essential health services within the context of the COVID-19 pandemic and findings used to ultimately inform planning and decision-making.</p> <p>Specific objectives</p> <ol style="list-style-type: none"> a) To assess patterns and trends in access to SRH services between the periods April 2020 - December 2020 compared to April 2019 - December 2019 in selected health districts including the performance of key SRHR indicators. b) To interrogate the supply and demand side factors influencing the accessibility and use of essential SRH services between April 2020 - December 2020. c) To assess the impact of COVID-19 on fertility in the country. d) To generate action-oriented recommendations to address the challenges and gaps identified. <p>Major Activities/Expected Deliverables</p> <ol style="list-style-type: none"> a) The design/inception report by the end of the first week of the consultancy b) The draft report in MS Word ,etc by the sixth week of the consultancy c) The final report plus ppt summary of the Report, revised on the basis of feedback provided by the reference group

Duration and working schedule:	<p>The assignment shall not exceed a period of 35 working days spread across 3 months (payment will only be towards the 35 working days)</p> <table border="1" data-bbox="478 174 1465 965"> <thead> <tr> <th data-bbox="478 174 579 264">No</th> <th data-bbox="579 174 1362 264">Task</th> <th data-bbox="1362 174 1465 264">No of days</th> </tr> </thead> <tbody> <tr> <td data-bbox="478 264 579 331">1</td> <td data-bbox="579 264 1362 331">Consultative meeting with the Ministry of Health and Wellness / UNFPA technical team to determine the scope of work</td> <td data-bbox="1362 264 1465 331">1</td> </tr> <tr> <td data-bbox="478 331 579 398">2</td> <td data-bbox="579 331 1362 398">Development of Consultancy Inception Report with detailed methodology and work plan</td> <td data-bbox="1362 331 1465 398">3</td> </tr> <tr> <td data-bbox="478 398 579 465">3</td> <td data-bbox="579 398 1362 465">Presentation of the Inception report to the Technical Working Group (TWG)</td> <td data-bbox="1362 398 1465 465">1</td> </tr> <tr> <td data-bbox="478 465 579 533">4</td> <td data-bbox="579 465 1362 533">Desk review of strategic documents</td> <td data-bbox="1362 465 1465 533">5</td> </tr> <tr> <td data-bbox="478 533 579 600">5</td> <td data-bbox="579 533 1362 600">Data collection including stakeholder consultations, interviews</td> <td data-bbox="1362 533 1465 600">10</td> </tr> <tr> <td data-bbox="478 600 579 667">6</td> <td data-bbox="579 600 1362 667">Data Analysis and drafting of report</td> <td data-bbox="1362 600 1465 667">10</td> </tr> <tr> <td data-bbox="478 667 579 734">7</td> <td data-bbox="579 667 1362 734">Presentation of the draft report to the TWG and Statistics Botswana</td> <td data-bbox="1362 667 1465 734">1</td> </tr> <tr> <td data-bbox="478 734 579 801">8</td> <td data-bbox="579 734 1362 801">Revision of draft to incorporate comments from TWG and final report submission</td> <td data-bbox="1362 734 1465 801">3</td> </tr> <tr> <td data-bbox="478 801 579 869">9</td> <td data-bbox="579 801 1362 869">Draft Programme presentation to and meeting with UNFPA HOO</td> <td data-bbox="1362 801 1465 869">1</td> </tr> <tr> <td data-bbox="478 869 579 965"></td> <td data-bbox="579 869 1362 965"></td> <td data-bbox="1362 869 1465 965">35 days</td> </tr> </tbody> </table>	No	Task	No of days	1	Consultative meeting with the Ministry of Health and Wellness / UNFPA technical team to determine the scope of work	1	2	Development of Consultancy Inception Report with detailed methodology and work plan	3	3	Presentation of the Inception report to the Technical Working Group (TWG)	1	4	Desk review of strategic documents	5	5	Data collection including stakeholder consultations, interviews	10	6	Data Analysis and drafting of report	10	7	Presentation of the draft report to the TWG and Statistics Botswana	1	8	Revision of draft to incorporate comments from TWG and final report submission	3	9	Draft Programme presentation to and meeting with UNFPA HOO	1			35 days
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Place where services are to be delivered:	Predominantly home-based, but the consultant will be required to undertake a mission at district level for data collection purposes.																																	
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The consultancy will run from 15 August 2021 to 15 November 2021 while deliverables will be submitted electronically.																																	
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The consultancy progress will be monitored and submissions reviewed jointly by a TWG comprising UNFPA Botswana Country Office and the Ministry of Health and Wellness who will approve all submissions.																																	
Supervisory arrangements:	The consultant shall work under the direct supervision of the UNFPA BCO Strategic Information Specialist under the overall guidance of the Head of Office.																																	
Expected travel:	<ul style="list-style-type: none"> - A mission to two selected districts - One day stakeholders meeting for validating the draft report (within Gaborone) 																																	
Required expertise, qualifications and competencies, including language requirements:	<p>Local consultant who meets the following requirements;</p> <ol style="list-style-type: none"> a) An advanced university degree in Global Health, Development Practice, Public Health, Health Care Management or equivalent. b) At least 7 years of progressive experience in development, monitoring and evaluation of public health programmes preferably in the areas of SRH, and adolescents and young people. c) Demonstrated successful experience in applying both qualitative and quantitative techniques to develop evidence based publications, strategies, guidelines, policy briefs and reports. d) Experience working with government counterparts within the developing country context or UN system will be an asset e) Fluency in English with excellent writing, analytical and communication skills 																																	
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA together with the Ministry of Health and Wellness will provide relevant information materials.																																	
Other relevant information or special conditions, if any:																																		

Signature of Requesting Officer in Hiring Office:

Date: July 27 2021