



TERMS OF REFERENCE (TOR) FOR DEVELOPMENT OF THE KENYA NATIONAL FRAMEWORK FOR ESTABLISHMENT AND MANAGEMENT OF NCD PATIENT SUPPORT GROUPS

General Information

Job Title:	Consultancy –The Kenya National Framework for Establishment and Management of NCD Patient Support Groups
Project Title:	Making non-communicable disease prevention and control a development priority in East Africa
Category:	Advocacy
Type of contract:	Special Service Contract
Expected starting date:	Immediately
Duration:	24 working days

1.0. BACKGROUND

Non-communicable diseases (NCDs) are the leading causes of morbidity and mortality globally, causing more deaths than all other causes combined, and they strike hardest at the world's low and middle-income populations. Currently NCDs cause over 70% of deaths globally, with 80% of these deaths occurring in developing countries. NCDs account for 50% of hospital admissions, 55% of hospital deaths and 39% of total deaths in Kenya. Non-Communicable Diseases Alliance Kenya (NCDAK) seeks to contribute to the reduction of the preventable burden of morbidity, mortality, and disability due to NCDs in Kenya by acting as a coordinating and strengthening body for comprehensive and synergistic national action on NCDs. Additionally, NCDAK seeks to meaningfully involve people living with NCDs (PLWNCDs) in the NCD advocacy response in Kenya.

In reversing the high NCDs burden, a number of counties, health facilities and other organizations working in the area of NCD Prevention and Control have established and operationalized NCD support groups across the country. Support groups are vital in providing a platform for continuous NCD screening, management, timely referral for health services, awareness and advocacy, economic and psychosocial support. However, currently there is no existing mechanism for effective coordination of establishment and operationalization including reporting system of the support groups initiative in the Country in line with the Kenya NCD Strategic Plan 2021/22 – 2025/2026. It is against this backdrop that the Ministry of Health (MoH), NCD Department and NCDAK are seeking services of an independent consultant/s to support the development the National Framework for the Establishment and Management of NCD Patient Support Groups.

2.0. PURPOSE AND OBJECTIVE

Ministry of Health through the NCD Department in partnership with NCDAK is seeking services of an independent consultant/s to support in the development of the National Framework for the Establishment and Management of NCD patient support groups in line with Kenya NCD Strategic Plan 2021/22 – 2025/2026.

GENERAL SCOPE OF THE WORK

In this assignment, the consultant will use participatory approaches that will fully engage the MoH through the Department of NCDs, other MoH Departments, county government representatives, implementing NCD CSOs, persons living with NCDs, the NCD Interagency Coordinating Committee (NCD-ICC), NCDAK and other relevant stakeholders who are the core constituencies and play the most significant role in NCD prevention and control in Kenya. This assignment will entail the following tasks:

- a. Undertake desk review of current NCD Strategic Plan and other literature, evidence, and relevant policies, NCD department documents.
- b. Scope the existing NCD support groups and examine their current operations and structure
- c. Examine existing guidance/frameworks and operations of patient support groups in other programs and countries, such as HIV
- d. In consultation with NCD Department, MoH, facilitate stakeholders including PLWNCDS and review meetings during the development of the Framework.
- e. In consultation with NCD Department MoH, undertake interviews using formats and methodologies agreed upon.
- f. Support structure and content development of the framework, detailing guidance on the establishment, operationalization, and reporting mechanisms of the support groups. The guidance should include membership, proposed number of members per group, leadership structure, purpose and functions, main activities, frequency/scheduling of meetings, community-based vs. facility-based groups, income-generating activities, peer-leadership, education and accountability, guidance on legal requirements

3.0. DELIVERABLES

- a. An inception report detailing proposed methodologies and activity timelines.
- b. Draft and final reports of the Kenya National Framework for the Establishment and Management of NCD Patient Support Groups in line with the current NCD Strategic Plan.

4.0. SUPERVISION

The consultant will report to Head of Department of NCDs, MoH and work closely with NCDAK team.

5.0. DURATION OF THE WORK

The assignment is estimated to commence immediately and be completed within twenty-four (24) working days.

6.0. QUALIFICATIONS OF THE CONSULTANT/S

- Relevant post graduate degree in a health related, social or development field. Relevant degree in anthropology will be an added advantage
- Minimum of 7 years of relevant experience at Policy review and development, Health Program management, and research.
- Experience working in the health sector especially around policy development, implementation and evaluation.
- Experience working in community health care levels
- Possess the following skills and competencies:
 - Ability to work with minimal supervision
 - High level written and oral communications skills in English

- Result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy, and integrity
- Demonstrate excellent interpersonal and professional skills in interacting with government and development partners

The Consultant will be required to have regular consultations with NCD Department MoH and NCDAK team. The Consultant will be expected to work within their own office premises and shall cover own travel and internet expenses.

7.0. PROPOSAL SUBMISSION

Interested and qualified consultants are invited to submit a technical and financial proposal that includes the following:

- a) A technical proposal alongside the financial bid outlining their understanding of the assignment, methodology and approaches for the assignment as well as financial bid in Kenya Shillings (not more than 4 pages, single space, font size 12).
- b) Curriculum Vitae of the consultant/s detailing the reference list indicating the scope and magnitude of similar assignments, qualifications, registration, and other relevant statutory documents.
- c) The application will be submitted to careers@ncdak.org not later than 14 January 2022 at 5.00pm