

**[MOMENTUM Country and Global Leadership - MCGL]**

**DESK REVIEW ON POLICIES & STRATEGIES ON SMALL AND SICK NEWBORN  
CARE IN NEPAL**

PR78554

**Terms of Reference (ToR)**

**1. Background on Save the Children**

Save the Children is the leading global independent organisation for children. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond and the last to leave. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

**Our vision:** A world in which every child attains the right to survival, protection, development, and participation.

**Our mission:** To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

**Our values:** Accountability, ambition, collaboration, creativity, and integrity.

We are committed to ensuring our resources are used as efficiently as possible, to focus them on achieving maximum impact for children.

**2. Background information/context of the Project**

MOMENTUM Country and Global Leadership (MCGL) is a five-year global project funded by the U.S. Agency for International Development (USAID) to provide targeted maternal, newborn and child health, family planning and reproductive health (MNCH/FP/RH) technical and capacity development assistance (TCDA) to countries to facilitate countries' journeys to sustainable development. MCGL also aims to contribute to global technical leadership and learning, and USAID's policy dialogue for achievement of global MNCH/FP/RH goals through support to globally endorsed MNCH/FP/RH initiatives, strategies, frameworks, guidelines, and action plans.

In collaboration with Family Welfare Division (FWD), Ministry of Health and Population (MOHP) of Nepal, USAID/Nepal and national stakeholders, MCGL aims to support the review and adoption of WHO Small and Sick Newborn (SSNB) Quality of Care (QoC) standards leading to defining of a model of high-quality nurturing care for small and/or sick newborn. Subsequently, the model will be tested to

generate learning that will contribute to scale up of improved care of small and/or sick newborn in Nepal. Earlier in 2018, Family Welfare Division, with support from the USAID funded Maternal and Child Health Program had undertaken a Situation Analysis of Small and Sick Newborn in Nepal<sup>1</sup>. The report captured information on policies, implementation strategies, service readiness and health systems related to inpatient care of newborn and young infants (0-59 days). It also provided detailed information on services provided by 17 government and private health facilities from seven provinces in the country.

To support FWD and other relevant stakeholders in newborn health to define the necessary health systems and nurturing care elements of the model of small and/or sick newborn care, MCGL plans to conduct a desk review on the current policies, strategies, and guidelines on Small and Sick Newborn Care in Nepal. The desk review analysis framework will be guided by the eight quality of care standards and the quality aims set by WHO on Small and Sick Newborns<sup>2</sup> and the components of WHO universal model of small and / or sick newborn care. Save the Children calls for a competent consultant to provide a proposal for this desk review consultancy, in which the consultant will clearly outline how he/she intends to undertake this work with clear timelines.

## 2.1 General Objective

The objective of this consultancy is:

- To conduct a desk review to develop a document that summarizes and compares current policies, strategies, and guidelines on Small and Sick Newborn Care in Nepal against the quality of care standards set by WHO on Small and Sick Newborns.

## 2.2 Specific Objectives

1. To review the existing policies, strategies, and guidelines on Small and Sick Newborn Care in Nepal.
2. To work in an analytical framework that allows for the comparison of current SSNC implementation guidelines against the WHO QoC SSNC standards
3. To analyze and identify the gaps in the policies/strategies/guidelines and practices on Small and Sick Newborn Care in Nepal as they relate to the WHO SSNB QoC standards.
4. Facilitate a workshop to collect practices from experts in the field

## 3. Methodology

It is expected that the consultant should use appropriate methods for the desk review in which the consultant should extract information from the existing policies & strategies, secondary data, grey paper literature, government protocols & guidelines, and collect perspectives on the current implementation contexts. For information not available online, books /papers, the consultant should collect additional information through consultation with key stakeholders. The consultant may have to reach out (in person or virtually) to relevant government/non-governmental officials for any background or additional information on the Small and Sick Newborn Care if required. Apart from

---

<sup>1</sup> Deepak Jha et al., Situation Analysis of Inpatient Care of Newborns and Young Infants in Nepal (2019), [https://pdf.usaid.gov/pdf\\_docs/PA00WDVX.pdf](https://pdf.usaid.gov/pdf_docs/PA00WDVX.pdf)

<sup>2</sup> World Health Organization, Standards for improving the quality of care for small and sick newborns in health facilities (2020), <https://www.who.int/publications/i/item/9789240010765>

frequent communication with Nepal MCGL team, the consultant may also need to talk to MCGL Headquarter colleagues in Washington through virtual platform when required.

#### 4. Location and official travel involved

The consultant will work from his/her home or personal space and need not have to travel to SC offices. Save the Children will not provide any space and the equipment for delivering these services. SC will not cover additional cost/expenses for the travel that might be required for the consultation with concerned stakeholders.

#### 5. Estimated Timelines

The estimated working day for this assignment is 30 days, which is spread over 2 months after the day of contract. The consultant will perform the following activities during the consultancy period.

1. List and review relevant documents, prepare a general review report and submit to Hiring manager for inputs and approval (10 days)
2. Populate the findings and compare them with WHO SSNB Quality of Care Standards through the analytical framework and submit the draft to Hiring manager (12 days)
3. Receive feedback, incorporate feedback, prepare final report and presentation based on the review/comments/feedback from FWD and/or TWG (7 days)
4. Present findings including recommendations on gaps and opportunities to FWD and Newborn TWG for inputs (1 days)

#### 6. Expected Deliverables

The consultant will provide following deliverables:

SN	Deliverables/Outputs	Description	Format and style	Timeline
1	List of document and general review report	Review report of Newborn guidelines, policies and strategies	MS word	Within 10 days of contract
2	Comparison of existing context in Analytical Framework	The consultant will populate the review findings and compare the existing context with WHO Quality of Care Standards of SSNB through the analytical framework	MS Word or any other relevant software	Within 30 days from contract
3	Draft Report	Draft report on practices, challenges and recommendations in SSNB after the feedback provided by technical experts	MS Word or any other relevant software	Within 45 days from contract
4	Final report and PowerPoint Presentation	Final report after addressing the comments and feedback in draft report. PowerPoint presentation to concerned stakeholders regarding the findings of the desk review	MS Word  MS PowerPoint	Within 50 days of contract

## **7. Status updates/reporting**

The consultant is expected to provide the updates/share the progress of consultancy work on a weekly basis. If required, both parties will fix a weekly meeting where both parties discuss on the progress and plan for the following/next week.

The consultant will report to MCGL Team in Nepal.

## **8. Acceptance**

Save the Children have the rights whether to accept the deliverables submitted by the consultant.

## **9. General assumptions and dependencies**

### ***Role of SCI:***

1. To provide analytical framework for desk review
2. Logistics arrangements for conducting the workshop with subject experts
3. To review the draft report and PowerPoint and provide feedback

### ***Role of the Consultant:***

To prepare high-quality, timely deliverables\*, as outlined:

1. List of documents with general review report that are to be reviewed
2. Prepare draft report and share with Save the Children
3. Present the findings with relevant stakeholders during the workshop to seek their inputs and feedback
4. Address the comments/feedback received from the relevant stakeholder and MCGL team
5. Prepare final report and PowerPoint slide deck

\*All deliverables are subject to MCGL/Save the Children review and approval prior to payment being made.

## **10. Payment information**

The consultant will be paid in full after the assignment.

## **11. Other Important Information**

This consultancy assignment might require close coordination/collaboration with MCGL-US team. If there are any changes in scope of work, the consultancy period might be amended accordingly after the agreement between both the parties.

All contexts and products borne out from this consultancy would be the property of Hiring Organization and MCGL Project in full. No part of the product shall be used by consultant or any other for their personal gain.

## **12. Experience and skills set required**

Following experience and skills are expected from the consultant.

1. Minimum of a Master's degree in Public Health, Pediatrics, Obstetrics and Gynecology, Epidemiology or a related field.

2. Peer-Reviewed publication, preferably in the field of maternal, neonatal and child health
3. Minimum of 3 years of experience in working newborn health programs
4. Proven evidence of knowledge on the health system of Government of Nepal
5. Ability to work constructively with different stakeholders in a strictly defined timeline
6. Proven evidence of strong and proven research, analysis, writeup and presentation skills
7. Excellent command of written and spoken English

### 13. Proposal Review and Evaluation Criteria

S.No.	Major Topic	Score Weightage
1	Research paper publication	30%
2	Academic Qualification	10%
3	Experience in working newborn health programs	10%
4	Working experience in the health system of Government of Nepal	10%
5	Budget	40%

#### How to apply for the services

##### **I. Proposal Submission Guideline/Required Documents**

- Proposal Submission Deadline- **30<sup>th</sup> March 2022**
- Required Documents-
  - Filled out Consultancy Proposal Form (enclosed with this ToR)
  - CV(s) of the proposed consultant(s) with full date of birth in dd/mm/yyyy format.
  - For firms: Copies of- Firm registration certificate, VAT registration certificate, Latest tax clearance certificate. For firms that are tax exempted by the government, a copy of tax exemption certificate should be submitted.
  - For Individuals (Nepali):
    - Copies of citizenship certificate and PAN/VAT registration certificate;
    - Proven evidences of similar and relevant documents written by the consultant
  - For Individuals (Foreign Nationals): Copies of passport and a valid visa/permit to work in Nepal.

If an individual is a full-time staff member of another organization, a no objection/consent letter signed by the organization head must be submitted along with the proposal. This is not applicable for proposals sent through a firm.

Proposals should be submitted via email to [eoiconsultant.nepal@savethechildren.org](mailto:eoiconsultant.nepal@savethechildren.org)