



Terms of Reference

Position Title	Gynecologist- Health Camp Consultant
Department / Project(s)	UNFPA Emergency fund (Integrated Reproductive Health Camp)
Workplace	Jajarkot and West Rukum (Mobilization as per health camp plans)
Reports to / Level	Project Manager-Health
Contract Period	Monthly/Daily basis
Supervises	Medical team of the camp in coordination with the project team
Job Summary	<ul style="list-style-type: none">• The consultant will be responsible for the overall clinical management of patients in the health camp. S/He will provide comprehensive clinical services, including examination and consultation, with a special emphasis on reproductive and sexual health care of patient, focused on screening for Pelvic Organ Prolapse (POP), Breast Cancer, Cervical Cancer, and Obstetric Fistula.• The consultant will also be responsible for ensuring accurate recording of data in examination registers and supervising clinical cases at the health camp, including the implementation of infection prevention protocols and supervise the proper disposal of medical wastes after the completion of the health camp
Qualification	<ul style="list-style-type: none">• Certified Gynecologist with relevant registration in Nepal Medical Council
Required Competencies	
Knowledge	<ul style="list-style-type: none">• The consultant must have demonstrated experience in providing gynecological services, including screening for Breast Cancer, Cervical Cancer, Obstetric fistula, Pelvic Organ Prolapse (POP), and providing antenatal (ANC) and postnatal (PNC) care.• Familiarity with infection prevention protocols.• Ability to work effectively in resource-limited and remote settings.• In-depth knowledge of gynecological conditions prevalent in the Nepalese population, including Cervical Cancer, Obstetric fistula, and POP Pelvic Organ Prolapse.
Skills	<ul style="list-style-type: none">• Proficient in conducting comprehensive gynecological examinations and screenings.• Competent in diagnosing and managing gynecological conditions.• Skilled in providing ANC and PNC services.• Ability to work in team and supervise clinical staff working in health camps.• Capable of ensuring proper data recording and maintaining accurate patient records.
Attitudes	<ul style="list-style-type: none">• Demonstrate a compassionate and patient-centric approach towards providing healthcare services.• Willingness to work in challenging and remote conditions, ensuring access to healthcare for underserved communities.• Commitment to maintaining high ethical standards and patient confidentiality. Willingness to travel to project sites on short notice.
Responsibilities and Expected Outcomes	

Responsibilities	<ul style="list-style-type: none"> • Conduct thorough clinical examinations focusing on screenings for Cervical Cancer, Obstetric fistula, and POP, thus identifying potential cases for further management and treatment. • Offer antenatal and postnatal care services to pregnant and postpartum women attending the health camp. • Supervise and support the clinical team in management of complications and oversee the other clinical services at the health camp. • Ensure accurate recording of patient data in examination registers and cross-check for missing information. • Ensure and oversee the implementation of infection prevention protocols and disposal of medical wastes. Collaborate with health camp team members to provide comprehensive care to the patients.
Monitoring/Reporting	<ul style="list-style-type: none"> • Keep accurate records of patients treated, procedures performed, and medications administered. • Provide daily reports to the camp coordinator regarding the number of patients seen and services provided. • Report any medical incidents or issues that require follow-up and further attention.
Others	<ul style="list-style-type: none"> • The consultant may be required to participate in pre-camp orientation sessions. • They should bring their medical equipment necessary for the provision of gynecological services in the camp. • The responsibilities and duties mentioned may be subject to change based on the specific needs of the camp and guidance from the camp organizers and healthcare authorities.

Prepared By:
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Designation:
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Terms of Reference

Position Title	Trained Staff Nurse/ ANM- Health Camp Consultant
Department / Project(s)	UNFPA Emergency fund (Outreach SRH Camp)
Workplace	Jajarkot and Rukum West (Mobilization as per health camp plans)
Reports to / Level	Project Manager - Health
Contract Period	Monthly/Daily basis
Job Summary	<ul style="list-style-type: none">• The consultant will be responsible for providing screening services for Cervical Cancer, Breast Cancer, Obstetric fistula, Pelvic Organ Prolapse (POP) and Family planning services such as implant, IUCD, ring pessary insertion etc based on the specific needs of the camp site.• They will offer services related to Antenatal Care (ANC) and Postnatal Care (PNC) during the health camp.• The consultant will also be responsible for ensuring accurate recording of data in examination registers and providing clinical services under the supervision of senior medical staff.• She will ensure the implementation of infection prevention protocols and management of medical waste.
Qualification	<ul style="list-style-type: none">• Certified and registered Staff Nurse/ Auxiliary Nurse Midwife from recognized technical school.
Required Competencies	
Knowledge	<ul style="list-style-type: none">▪ Trained and experience in providing services of screening for Cervical Cancer, Breast Cancer Obstetric fistula, and POP, and providing ANC and PNC care including FP services.▪ Familiarity with infection prevention protocols and medical waste management.▪ Ability to work effectively in resource-limited and remote settings.▪ Knowledge of family planning services and gynecological conditions including Cervical Cancer, Obstetric fistula, and POP.
Skills	<ul style="list-style-type: none">▪ Proficient in providing FP services and screening and examinations of gynecological conditions.▪ Skilled in providing ANC and PNC services.▪ Ability to train and supervise clinical staff mobilized at the health camp.▪ Capable of ensuring proper data recording and maintaining accurate patient records.
Attitudes	<ul style="list-style-type: none">▪ Demonstrate a compassionate and patient-centric approach towards providing healthcare services.▪ Willingness to work in challenging and remote conditions, ensuring access to healthcare for underserved communities.▪ Commitment to maintaining high ethical standards and patient confidentiality. Willingness to travel to project sites on short notice.
Responsibilities and Expected Outcomes	

Responsibilities	<ul style="list-style-type: none"> • Conduct thorough examinations and screenings for Cervical Cancer, Obstetric fistula, and POP, identifying potential cases for further management and treatment. • Provide ANC and PNC services to pregnant and postpartum women attending the health camp. • Provide counseling and FP services. • Ensure accurate recording of patient data in examination registers and cross-check for missing information. • Collaborate with other camp team at the camp to provide comprehensive care to patients.
Monitoring/Reporting	<ul style="list-style-type: none"> ▪ Keep accurate records of patients treated, procedures performed, and medications administered. ▪ Provide daily reports to the camp coordinator regarding the number of patients seen and services provided. ▪ Report any medical incidents or issues that require follow-up and further attention.
Others	<ul style="list-style-type: none"> ▪ The consultant may be required to participate in pre-camp orientation sessions as well as health education sessions. ▪ The responsibilities and duties mentioned may be subject to change based on the specific needs of the camp and guidance from the camp organizers and health authorities.

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Terms of Reference

Position Title	Medical officer- Health Camp Consultant
Department / Project(s)	UNFPA Emergency fund (Outreach SRH Camp)
Workplace	Jajarkot and Rukum West (Mobilization as per health camp plans)
Reports to / Level	Project Manager- Health
Contract Period	Monthly/Daily basis
Supervises	Medical team of the camp in coordination with the project team
Job Summary	<ul style="list-style-type: none">• Medical officer will play a pivotal role in providing essential general healthcare services during the health camp in remote parts of Nepal.• Their responsibilities include conducting general health checkups, offering clinical management and consultations to patients attending the camp.• Additionally, S/He may be required to provide support to the clinical team in the health camp based on the specific needs of the camp.
Qualification	<ul style="list-style-type: none">• Certified Medical Officer registered in Nepal Medical Council
Required Competencies	
Knowledge	<ul style="list-style-type: none">▪ In-depth knowledge of common health conditions and diseases prevalence in Nepal.▪ Familiarity with the latest government medical guidelines and practices related to general health checkups and clinical management.▪ Clear understanding of infection prevention protocols and able to implement such protocol as per the camp site needs.
Skills	<ul style="list-style-type: none">▪ Proficient in conducting comprehensive general health checkups and clinical examinations, especially in a low resource setting.▪ Capable of providing appropriate clinical management and treatment plans for common health conditions.▪ Competent in recording accurate and organized data in the examination register.
Attitudes	<ul style="list-style-type: none">▪ Demonstrate a compassionate and patient-centric approach towards providing healthcare services.▪ Willingness to work in challenging and remote conditions, ensuring access to healthcare for underserved communities.▪ Commitment to maintaining high ethical standards and patient confidentiality.
Responsibilities and Expected Outcomes	
Responsibilities	<ul style="list-style-type: none">▪ Conduct general health checkups, clinical examinations, and consultations for patients attending the health camp.▪ Provide clinical management and appropriate treatment for common health conditions as needed.

	<ul style="list-style-type: none"> ▪ Support the medical team in screening and identification of pelvic organ prolapse (POP) cases, if required. ▪ Assure the accurate and organized recording of patient data in the examination register. Supervise and provide support to clinical cases at the camp, ensuring the implementation of infection prevention protocols tailored to the camp's site needs.
Monitoring/Reporting	<ul style="list-style-type: none"> ▪ Keep accurate records of patients treated, procedures performed, and medications administered. ▪ Provide regular reports to the camp coordinator regarding the number of patients seen and services provided. ▪ Report any medical incidents or issues that require follow-up and further attention.
Others	<ul style="list-style-type: none"> ▪ The MO may be required to participate in pre-camp orientation sessions. ▪ Suggested to bring their personal medical equipment (Stethoscope) necessary for the provision of medical services at the camp. ▪ The responsibilities and duties mentioned may be subject to change based on the specific needs of the camp and guidance from the camp organizers and health authorities.

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Request for Consultants for Reproductive Health Medical Camp

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization that operates in more than 120 countries. ADRA Nepal works with people in poverty and distress to create just and positive change through empowering partnerships and responsible action. ADRA collaborates closely with local communities, government agencies, and other stakeholders to ensure the effectiveness and sustainability of their projects. ADRA prioritizes community participation, capacity building, and a holistic approach to development, aiming to uplift vulnerable populations and promote long-term positive change in Nepal.

ADRA Nepal invites Applications from the qualified consultants for conducting Reproductive Health Medical Camps in earthquake affected districts Jajarkot and West Rukum with the technical and financial support of UNFPA Nepal from July 20, 2024 to End of December 2024.

Application requested for the following Positions:

1. Gynaecologist
2. Medical Officer
3. Staff Nurse/ANM

Procedure and required documents for the Application:

1. Updated CV
2. Relevant qualification certificates
3. Relevant training certificates
4. Daily consultancy fee including tax.

Submit your application within 7th July 2024 at tenders@adranepal.org

You can find reference ToR clicking below Link

ToR- Gynaecologist / Medical Officer/ Staff Nurse/ANM

Or ADRA Nepal website link

<https://adranepal.org/get-involved/express-of-interest-2/>