TEPHINET Consultant - Caribbean FETP Frontline Facilitator

Project Description:

Over the past few years, there has been an increased interest in strengthening health systems within the Caribbean region, as most fall short of the requirements for implementing the goals of the International Health Regulations (IHR). Within the region, a mean score of 54%, up from 50% in 2014, was reported for human resource capacity in the CARICOM States Parties Annual Reports to the 71st World Health Assembly, 2018. Of the 15 mentioned Caribbean Public Health Agency (CARPHA) Member States (CMS), 7 reported less than 50% for human resource capacity, 2 are at 50-79% capacity and 5 are at 80% and above. While there has been some progress, the region still suffers from a low availability of critical skills and competencies in applied public health, and consequently, has limited capabilities to effectively respond to public health emergencies and disaster situations.

The Caribbean Regional Field Epidemiology and Laboratory Training Programme (CR-FELTP) has, since 2014, addressed capacity building to strengthen health surveillance systems in CMS. The programme specifically targets the human resource component under the IHR and aims at increasing Human Resources for Health (HRH) capacity within CMS to improve disease outbreak, surveillance and emergency response. In order to minimize threats posed by emerging and re-emerging diseases, which have the potential to create epidemics within the region, there is a critical need to develop the HRH capacity in applied epidemiology, public health surveillance and response.

The CR-FELTP is a widely recognized professional development programme for public health professionals that is based on service and on-the-job learning in applied epidemiology in the Caribbean. The CR-FELTP provides training in field epidemiology and laboratory practice. To date, 14 CMS have engaged to varying degrees in implementing and rolling out the CR-FELTP. Training is offered on a tiered basis consisting of Frontline, Basic/Level I and Intermediate /Level II tiers, with technical complexity and expected competency outcomes increasing with each level.

There have been 150 Frontline, 102 Level I and 10 Level II graduates who are working in varying capacities and sectors in the CMS. Graduates have been able to impact the system positively, by increasing the numbers of outbreaks being investigated, implementing improvements in the collection and analysis of surveillance data, increasing data for action through operational research and increasing participation in emergency response efforts within countries.

The recent COVID-19 pandemic and outbreaks in national communities and vulnerable populations have emphasized the need to train frontline public health professionals in the principles of disease surveillance, outbreak management, and quality improvement. This intervention seeks to strengthen the Caribbean Public Health workforce by building capacity to effectively respond to the COVID-19 pandemic and other Regional public health threats.

Overview of Role

Goal:

To increase Regional Health Security by building the capacity of the Caribbean Public Health Workforce in applied epidemiology and laboratory practice.

Objectives:
1. Increase appreciation of the role of data among public health workers for monitoring the health of the community and for providing information for decision making.
2. Improve basic surveillance data collection and analysis, interpretation, and communication.
3. Improve the quality and use of surveillance data for disease and outbreak detection.
4. Improve the sharing and dissemination of health information.
5. Improve response, including case investigation and outbreak investigation, to public health events.

**Specific Work**

The consultant will be recruited to lead and facilitate the delivery of a new Regional/Caribbean Frontline FETP cohort (range of 15 – 25 participants) from at least 5 CMS and/or other Caribbean territories associated with CARPHA. The consultant will review and amend the Frontline FETP 2.0 curriculum for the Caribbean context, as well as facilitate the delivery of the Frontline curriculum using a virtual modality for participating countries in the Caribbean Region. The consultant will also aid the country focal points in the supervision and quality monitoring of the fieldwork aspect of the curriculum.

The contractor is expected to deliver the following results:

**Result 1: Inception Report, including a detailed Workplan, developed and submitted for approval by the Project Managers.**

1.1 Engage in an initial briefing with the designated Project Manager and other relevant CARPHA personnel to discuss the scope of the work to be undertaken, the methodology, approach and any other issues pertaining to the Project upon the commencement of the Consultancy.

1.2 Prepare and submit for the approval of the Project Manager, an Inception Report which includes the timelines for the specific project activities and the methodology for the activities.

**Result 2: Caribbean Frontline FETP 2.0 Curriculum adapted for the Caribbean Context**

2.1 Review the current version of the Frontline FETP programme curriculum (version 2.0) and adapt using specific examples and regional data applicable to the Caribbean context.

**Result 3: Online facilitation of Frontline FETP training Modules delivered using CARPHA Moodle LMS**

3.1 Support the online training and orientation of in-country focal points and national mentors.

3.2 Using the CARPHA Moodle LMS and Zoom platforms, facilitate the online delivery of the Frontline FETP workshop/module lectures, case studies, field work review and other learning exercises synchronously. These synchronous sessions will be delivered twice a week (2 hours per session) up to 5 months.

3.3 Administer the relevant student module learning assessments and course evaluations.

3.4 Coordinate with the in-country focal points and mentors to execute programmatic training roll out and field work production.

**Result 4: Database documenting programmatic training records and competency products**

4.1 Produce databases collating student training records related to the following:
i. Pre and post learning test assessments and scores  
ii. Course evaluations  
iii. Pre and post training competency evaluations (self-assessments and mentor assessments)  
iv. Completed trainee field work products, field work score cards and summaries.

**Result 5: Production of Draft Final and Final reports as outlined in the Reporting Section**

**Reporting Requirements:**

The Contractor will submit the following reports via email.

- **Inception Report** of maximum 12 pages to be produced after **two weeks** from the start of implementation. In the report the Contractor shall describe initial findings, progress in collecting data, any difficulties encountered or expected in addition to the work programme. More specifically, the Report will include a detailed workplan with the timelines for the specific project activities and the methodology for the activities. The contractor should proceed with his/her work unless the Contracting Authority sends comments on the inception report.

- **Interim Report #1** of maximum 12 pages (main text excluding annexes) to be produced **two and a half months** (2 ½) **months** from the start of implementation. This report will consist of a detailed summary of progress with implementation of the specific work, set out in Section 4.0, including challenges encountered and action taken/recommendations proposed to address challenges. Annexes will include the updated training records database and supporting documentation.

- **Interim Report #2** of maximum 12 pages (main text excluding annexes) to be produced **five (5) months** from the start of implementation. This report will consist of a detailed summary of progress with implementation of the specific work, set out in Section 4.0, including challenges encountered and action taken/recommendations proposed to address challenges. Annexes will include the updated training records database and supporting documentation.

- **Draft final report** of maximum 20 pages (main text, excluding annexes). This report shall be submitted no later than **3 weeks** before the end of the period of implementation of tasks. The submission must be a comprehensive report comprising the work conducted in respect of section 4.0. Annexes will include the updated training records database and supporting documentation.

- **Final report** with the same specifications as the draft final report, incorporating any comments received from the parties on the draft report. The deadline for sending the final report is **7 days** after receipt of comments on the draft final report. The report shall contain a sufficiently detailed description of the different options to support an informed decision on product. The detailed analyses underpinning the recommendations will be presented in annexes to the main report. The final report must be provided along with the corresponding invoice.

**Contract Period: October 2021 – March 2022**

The selected candidate will be expected to start in October 2021. The term of the contract is 6 months.

**How to apply:**

**Who can apply:**
Education Requirement:
- Master’s in Public Health or MSc Epidemiology or related field.

Professional Experience:
- At least 3 years of experience teaching and training public health professionals.
- Facilitation delivery to at least two Frontline FETP cohorts in a country/countries. Former facilitation experience in delivering Frontline FETP within a Caribbean setting is desirable.
- Former mentor in the Frontline FETP programme (national or regional programme).

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

When to apply: Applications will be accepted until September 24, 2021.

Required documents for submission:
- Background/qualifications (Resume, Curriculum Vitae)
- Cover Letter including summary of applicable work experience
- Consultant fees requirement

Please submit required documents and/or any questions you may have to Dominique Bozarth, Project Manager, at dbozarth@tephinet.org cc: soliveira@taskforce.org