

## TERMS OF REFERENCE

### Consultant to design FP Data utilization chart

#### A. BACKGROUND

##### A.1 REPRODUCTIVE HEALTH UGANDA

Reproductive Health Uganda is a registered, volunteer-led not for profit NGO established in 1957 in Uganda affiliated to International Planned Parenthood Federation (IPPF). RHU's niche is provision of quality integrated Sexual and Reproductive Health services in Uganda. RHU currently operates 20 branches/ clinics spread in all the sub-regions of Uganda. RHU has a large service delivery network that supports system strengthening in both Public and Private Health facilities.

##### A.2 WISH2Action PROJECT

Women's Integrated Sexual Health Lot 2 Project (WISH2ACTION) is IPPF's flagship project aiming at transforming the lives of millions of women and girls. Funded by FCDO, WISH2Action sought to provide integrated and holistic reproductive healthcare to 2.2M additional users of contraception across 16 countries in Africa and South Asia from 2018 to 2021. Through a consortium of five internationally recognized organizations and 10 IPPF Member Associations, under the leadership of IPPF, the WISH2Action project uses a comprehensive, integrated approach to ensure equitable access to family planning and Sexual and Reproductive Health and rights giving special priority to the most underserved women and girls particularly youth under 20, the poor and marginalized populations (including persons with disabilities, those affected by humanitarian crisis as well as those living in hard-to-reach areas). **The WISH2Action programme is to be implemented in the period (2019-2023).**

##### A.3 CONTEXT

There has been improvement in reporting rates, quality of data collected and data use at the national level where the Ministry of Health (MoH) presents monthly performance of FP programs based on District Health Information Software (DHIS) II data. However, there remains a challenge with FP data analysis and use at lower levels District, facility and community. The Uganda Annual Health Sector Performance Report FY 2019/20 indicates 97% HMIS reporting rates and timeliness of 85%, Though, the MoH does not report use of FP data for decision making at Facility and community levels. FP data use at Health facility and community levels is an important pre-requisite for Quality improvement and planning.

Towards the project end, there is a focus on sustainability of project gains including the M&E function. The M&E department is focusing on improving data utilization for planning and to inform Quality improvement. Use of Data utilization chart is an approach aimed at improving SRHR data analysis and use across all clusters including partner facilities. Data will be analyzed and used to inform services delivery trends at all levels and strategies towards performance improvement. The complete Chart/dashboard is expected to become a medium of information dissemination for all SRHR services for stakeholders.

#### B. CALL FOR CONSULTANCY

Reproductive Health Uganda (RHU) with support from WISH2Action project, invites proposals from experienced individual consultant(s) for designing data utilization chart for SRHR data analysis and use at services delivery Points (SDPs), a strategy towards quality improvement for SRHR services.

#### C. PURPOSE AND JUSTIFICATION

##### C.1 Purpose

In line with the government of Uganda commitments to FP 2030, The MoH commits to improve FP data quality through ensuring use of Health Management Information System (HMIS) data for decision making at Service Delivery Points (SDPs) in the public and private sectors. This commitment is meant to foster data use for decision making and to compliment the observed increase in reporting rates from health facilities. Therefore, the data Utilization Chart can be used to show a visual relationship between the total services offered, available resource, and the percentage of that resource that has been utilized.

## C.2 Objectives of the assignment

The overall objective is to design a data utilization chart for the 6 services within the integrated SRHR package of WISH2ACTION project which is also aligned to MoH FP indicators that can be printed and distributed in all project supported health facilities for use in data analysis.

## D. SCOPE OF WORK AND RESPONSIBILITIES

:

### D.1. Scope work

The consultant will be expected to closely work with RHU team in consultation with Reproductive and Adolescent Health and the planning departments of Ministry of Health (MoH) in the execution of these assignment. This will involve identification of indicators/data elements for periodic analysis and tracking, designing the data utilization charts, approval and dissemination. The entire assignment is expected to take 30 working days.

### D.2. Responsibilities

#### The Consultant;

The consultant will be responsible for the following;

- 1: Develop the work plan for the assignment
- 2: Conceptualize SRHR context and national indicators,
- 3: Facilitate a meeting with the RHU team and MoH to gain consensus on indicators for tracking.
- 4: Design a user-friendly data utilization chart.
- 5: Presentation of draft data utilization chart to RHU and MoH for review and feedback
- 6: Incorporation of input form RHU and MoH
- 7: Presentation of the final data utilization chart to RHU and MoH for approval
- 8: Disseminate data utilization chart to RHU team
- 9: Prepare a status and final report on the assignment.

#### Reproductive Health Uganda (RHU)

RHU will be responsible for the following;

- 1: Covering the costs of consultant associated with the assignment
- 2: Introduce the consultant/firm to relevant stakeholders as per the assignment.
- 3: Convene and organize logistical arrangement for meeting with MoH.
- 4: Provide all necessary documents and literature for the assignment
- 5: Reviewing reports and provide feedback
- 6: Provide any other relevant required data/ information to the consultant etc.
- 7: Production and Final dissemination of data utilization chart to supported facilities.

## E. Consultant profile and requirements

The consultant shall have knowledge and skills in both Development and deployment of data tools; in addition, the consultant will have the following qualification/expertise:

- A qualification in statistics
- Experience in development of databases/MIS tools.
- Familiarity with SRHR context and national indicators of Uganda.
- Good communication and facilitation skills
- Practical knowledge of current statistical requirements and DHIS2 use is an added advantage

## F. Working arrangement,

The consultant will work closely with both RHU and MoH under direct supervision of WISH2ACTION Monitoring and Evaluation manager. All meeting in this assignment will be physical and official email will be used to submit reports

## G. Timing and Payment schedule

The work to design FP Data utilization chart for RHU is expected to 30 days from the time of contract signing.

#### H. Application process

Interested applicants are requested to submit Technical and Financial proposal for the assignment. The technical proposal should include relevant experience and proposed work schedule for the assignment. The proposal with subject title “Consultancy to design FP Data utilization chart for RHU” should send by 6th October 2022 to procurement by Email; [dserubiri@rhu.or.ug](mailto:dserubiri@rhu.or.ug) with copied to [hopira@rhu.or.ug](mailto:hopira@rhu.or.ug) and [jfokello@rhu.or.ug](mailto:jfokello@rhu.or.ug)