

## **Terms of Reference**

### **Consultancy Services to strengthen Event Based Surveillance and establish a disease surveillance network in the Eastern and Southern Region**

#### **UNDER THE AFRICA CDC REGIONAL INVESTMENT FINANCING PROJECT (P167916)**

#### **IDA-D5260 WORLD BANK GROUP**

#### **Ref. No.: ET-AUC-225261-CS-QCBS**

The African Union has received financing from the World Bank for the "Africa CDC Regional Investment Financing Project (ACDCP)".

Development Objective of the Project: The Project Development Objective is to support Africa CDC to strengthen continental and regional infectious disease detection and response systems.

### **1.0. Background**

The African continent has greatly suffered from infectious diseases in recent decades. Of special note have been the emerging and re-emerging infections. In addition, the continent has a long history of other emergencies due to civil unrest and natural disasters such as floods. Epidemics and these emergencies are responsible for marked morbidity, mortality, disability and economic loss to individuals and national economies. To mitigate this harm on the continent, the Africa Centres for Disease Control and Prevention (Africa CDC), has been working since the year 2017 to secure a safer, healthier, integrated and stronger Africa, by strengthening capacity of MS to effectively respond to disease outbreaks and other public health threats. The agency's mission is to strengthen the capabilities of Africa's public health institutions to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programs. To this regard, Africa CDC has developed an Event Based Surveillance (EBS) framework to guide member states in the establishment of EBS at all levels of the health system.

- a) In addition, as part of a cross-divisional collaboration, Africa CDC initiated the Regional Integrated Surveillance and Laboratory Network (RISLNET) initiative to integrate regional laboratory and surveillance network capacity in all five African Union regions in order to rapidly identify and respond to public health threats across the continent. One of the roles of this network is to support member states to implement the Africa CDC Event Based Surveillance (EBS) framework.

### **2.0. Objective of the Assignment**

Support the establishment of an EBS network and an EBS community of practice in the Southern and Eastern Africa regions linked to the Africa CDC RCCs and HQ.

### **3.0.Scope of Work**

**The Consultant is expected to undertake the following**

- 1. Support the establishment of an EBS network in the southern and Eastern Africa regions linked to the Africa CDC RCCs and HQ.**
  - Conduct two (2) regional workshops with EBS stakeholders and surveillance network representatives within the Southern and Eastern Africa regions with the aim of establishing a network of surveillance institutions within the southern and eastern region.
  - Establish an EBS community of practice and regional surveillance network within.
  - Conduct situational analysis on the implementation of EBS in MS within the Southern region.
- 2. Improve data quality access and use in the eastern and southern regions.**
  - Use Africa CDC event management system to advocate and strengthen the use of electronic tools to report and analyze surveillance data in MS in Eastern and Southern Africa regions.
  - Use Africa CDC Health information Exchange standards and policy document (HIE) and implementation plan to support the operationalization of HIE in MS and data sharing across MS and RECs in the southern and Eastern region.
  - Develop training package (training module; PowerPoint presentations; participants and facilitators guide) to guide data collation, analysis, trend analysis, data management and developing of reports or summaries.

### **4.0.Evaluation and Qualification Criteria – Firm**

#### **4.1. Past experience**

**The consultant should demonstrate the following experience requirement**

- ✓ The assignment will be carried out by a consulting firm with a multidisciplinary team with experience in implementing Event based surveillance, developing training curricula in these areas and particularly with documented experience in implementing these activities for over 10 years.
- ✓ Africa CDC expects the consulting firm to have experience in supporting early warning initiatives or other related public health surveillance, data management and data sharing programs in countries.
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- ✓ Consulting firm should provide excerpts from annual reports, publications, abstracts of conference, or similar documents clearly demonstrating that the organization has the needed capacity.

#### **4.2.Financial Statements and relevant documentations**

- ✓ The consulting firm should provide a 1-2 page executive summary from three consecutive audit years,
- ✓ Audits should have occurred recently (e.g. within the last 3 years)

### **5.0.Key Experts Qualification and Experience**

The Consulting firm will propose a highly qualified project manager as Team Leader. Specifically, the Consultancy team will include the following key personnel:

#### **a) Project Manager**

##### **i. Education and work experience:**

- a) The project manager should have MD + MPH/MSc in epidemiology with 5 years of experience in managing/coordinating projects and personnel activities.
- b) Should demonstrate managerial/supervisory experience, in particular in building a multi-disciplinary team and putting systems in place to deliver technical assistance across multiple fields and managing team performance, particularly with proven track record of developing high performance within project teams.
- c) Experience of managing large and complex, multidisciplinary consultancy projects is essential and previous experience in supporting implementation of public health programmes is essential..
- d) Should have experience in engaging countries and conducting similar public health surveillance projects in countries
- e) Expertise in building regional networks; coordinating regional training and conducting country assessments is required.
- f) Fluent in English; working knowledge of French is an advantage. Sound interpersonal and communication skills and excellent presentation skills are required.

#### **b) Senior epidemiologist with expertise in surveillance and disease intelligence**

##### **i. Education and work experience:**

- a) The key expert should have MPH or MSc in field epidemiology, with 5+ years' experience related to public health disease surveillance programs in African countries that involve significant partnership and collaboration across multiple partners including host country national programs.
- b) Expertise in the development of national training curricula
- c) The senior epidemiologist will be responsible for implementing surveillance activities as listed in the section "Scope of Work".
- d) English language proficiency, written and oral capability is required. Working knowledge of French is an advantage.

**c) Senior Health information expert**

**i. Education and work experience:**

- a) The key expert should have a minimum of a Master degree in Health informatics, digital health technology, or other related health sciences or any other related field, and with 5+ years' experience combined and continuous experience in strengthening health information systems, with emphasis on digital health technology, data integration, health information exchange, data access, data processing and data warehousing. .
- b) Expertise in development of training curricula and digital application supporting data management and health information exchange respectively is required
- c) The senior health information expert will be in charge of supporting the roll out of the Health information exchange policy and standard document in member states.
- d) English language proficiency, written and oral capability is required. Working knowledge of French is an advantage.

## **6.0. Deliverables, Duration of the Project, Timeframe and Payment Schedule**

The Consultant is expected to undertake the following

- 3. Support the establishment of an EBS network in the southern and Eastern Africa regions linked to the Africa CDC RCCs and HQ.
  - Report of two regional workshops and database of surveillance institutions and subject matter experts within the region submitted.
  - Report of EBS situational analysis including identified areas of support mapped and submitted
- 4. Improve data quality, access and use in the eastern and southern Africa regions.
  - Report of maturity status for member states on health information exchange submitted.
  - Report of regional advocacy meetings for the domestication of the HIE policy and standard document submitted.
  - Data management training module developed and submitted.

## Indicative Time Frame

The service will be completed within a period of six (6) calendar months from the date of signing the contract (effective date). The following time frame/schedule (in months) is proposed for the key deliverables (please note that several of these activities can overlap):

- ✓ Signing/Effective Date of Contract M
- ✓ Submission of Inception report M+0.5
- ✓ Map out all surveillance institutions M+3
- ✓ Complete situation analysis and identify gaps M+4
- ✓ Regional advocacy workshop M+5
- ✓ Training module developed M+5
- ✓ Submission of Final report M+6

SN	DELIVERABLES	PAYMENT	ANTICIPATED DATE
	Submission of Inception report	10%	M+0.5
	surveillance institutions mapped	10%	M+3
	Report of situation analysis of EBS and HIE submitted	15%	M+4
	Regional advocacy workshop conducted	40%	M+5
	Training modules developed and piloted	15%	M+5
	Submission of Final report	10%	M+6

The minimum time input for each of the experts within the duration of the project is indicated below.

#	Key Experts	Time Input
1	<b>Project Manager</b>	<b>132 man-days</b>
2	<b>Epidemiologist with expertise in surveillance and disease intelligence</b>	<b>132 man-days</b>
3	<b>Senior Health Information Expert</b>	<b>132 man-days</b>

## 7.0.Services and Facilities to be Provided by Africa CDC

The Consultancy firm will be supervised by the division of surveillance and disease intelligence solely for the purpose of delivering the above outputs, within the agreed time frame.

Africa CDC will provide to the Consultant the following documents and facility

- a) The Africa CDC will identify, agree and assign the relevant participants in implementation process.
- b) Africa CDC will provide the necessary documentation and information required for the assignment.
- c) Maintain regular follow-up of the activities done by the consultants, review and comment on the submitted deliverables and work done.
- d) Assist in organizing workshops, meetings and consultative forums with Member States and other stakeholders
- e) Africa CDC, in partnership with the awardee, will participate in site monitoring and supervision visits and data collection activities, which will be used for programme monitoring and continuous quality improvement to highlight key process and outcome data results throughout, and at the completion of, the project period.
- f) Provision of office room and internet facility during visit to Africa CDC facilities.

## **8.0.Intellectual Property**

All information pertaining to this project (documentary, audio, theme song, digital, cyber, project documents, etc) belonging to the client, which the Consultancy firm may come into contact with in the performance of his/her, duties under this consultancy will remain the property of the Client who will have exclusive rights over their use. Except for purposes of this assignment, the information will not be disclosed to the public nor used in whatever without written permission of the Client in line with the national and International Copyright Laws applicable.