

**TERMS OF REFERENCE FOR INDIVIDUAL INTERNATIONAL CONSULTANT For  
Improving and building capacity of the HEALTH SECTOR ON MHPSS**

<b>Terms of reference</b>	
<b>Hiring office</b>	UNFPA Country Office Lao PDR
<b>Purpose of consultancy</b>	<p>The purpose of this consultancy is to support the implementation of the Essential Services Package for Women and Girls Subject to Violence (ESP). The ESP is a guidance tool identifying the essential services to be provided to all women and girls who have experienced gender-based violence (GBV), including services that should be provided by the health, social services, police and justice sectors. Module 2 of the ESP covers standards and guidelines for the health sector, and provides guidance to the health care system on screening, counselling, treatment and reporting of survivors of violence in health facilities. This includes mental health assessment and care.</p> <p>Specifically, the international consultant, in consultation with government counterparts, will complete the following activities and build capacity as part of the ESP implementation:</p> <ul style="list-style-type: none"> <li>● Review and update the existing university MHPSS curriculum under the Health faculty to meet international standards</li> <li>● Develop a MHPSS Guideline for frontline health professionals responding to GBV cases</li> <li>● Develop a MHPSS Job Aid for frontline health professionals responding to GBV cases</li> <li>● Develop a Training Package on GBV and Mental Health and Psychosocial Support for frontline health professionals responding to GBV cases (trained and registered doctors, nurses and clinical officers in ICU, OB/GYN, Mental Health etc), including Powerpoint, handouts, case studies etc.</li> <li>● Deliver a 3-day Training of Trainers (TOT) for health professionals on MHPSS</li> <li>● Submit a report of the TOT.</li> </ul> <p>The international consultant will update the MHPSS curricula and develop the GBV MHPSS Training Package based on, and aligned with, the following internationally recognized guidelines and the Lao context:</p> <ul style="list-style-type: none"> <li>● National Action Plan on Preventing and Combating Violence Against Women and Children for 2021-2025</li> <li>● The Law on Preventing and Combating Violence Against Women and Children, in particular:</li> </ul>

	<ul style="list-style-type: none"> <li>○ the rights and duties of the health sector to provide health care for GBV survivors, and</li> <li>○ definitions and types of violence stated in this law.</li> <li>● The Health Sector Strategy of Gender Equality and Mother and Child</li> <li>● The Standard Operating Procedure for Health Sector Response to Women and Girls Subject to Violence in Lao PDR (Health SOP)</li> <li>● Mental Health Gap Action Programme Guideline for Mental, Neurological and Substance use Disorders (“mhGAP Guideline”)</li> <li>● ESP Health Module and Coordination Module</li> <li>● WHO’s <i>Responding to intimate partner violence and sexual violence against women</i> (“WHO Guidelines”)</li> <li>● WHO, UNFPA and UN Women’s <i>Health care for women subjected to intimate partner violence or sexual violence: A clinical handbook</i> (“the Clinical Handbook”)</li> <li>● Minimum Standards for Prevention and Response to GBV in Emergencies (“Minimum Standards in Emergencies”).</li> </ul>
<p><b>Background</b></p>	<p>The roll-out of the globally developed ESP presents an opportunity to build further awareness, common understanding and political will among government stakeholders and service providers to expand services, take stock of efforts made so far to develop services in the different sectors outlined above, and to further strengthen or augment them with new tools. It also builds capacity across sectors, to meet the standards of the ESP for women and girls subject to violence.</p> <p>The Second Five Year National Action Plan on Combating Violence Against Women (2021 - 2025) stipulates that the health sector develop guidelines/regulations on screening, identifying and treating survivors of violence, build capacity on using the guidelines/regulations, and establish and improve facilities at central, provincial and district hospitals to service survivors of violence. It also provides for the establishment of a referral system to transfer women and girl survivors of violence to other relevant sectors or agencies. The Law on Preventing and Combating Violence Against Women and Girls at article 65 outlines the rights and duties of the Ministry of Health to provide health care services for the survivors of violence.</p> <p>In 2022, UNFPA and MOH developed the <a href="#">Standard Operating Procedure for the Health Sector to Respond to Women and Girls Subject to Violence in Lao PDR</a> (Health SOP). This SOP provides clear guidelines on screening/identifying survivors of violence, first-line support, treatment of injuries and psychological and mental health support, collection of forensic evidence, and post-rape care. The SOP also provides an operating framework and clinical guidance for all hospitals and medical facilities in the country. It complements the SOPs developed in 2022 for the Social sector and for GBV Coordination &amp; Referral.</p>

	<p>MHPSS is an essential component of a multisectoral response to GBV, and MHPSS outcomes should be integrated into all relevant sectors that address GBV, including health. While survivors' experiences vary, the impacts of GBV on mental health and psychosocial well-being can have far reaching consequences for individuals, families, and communities. Psychological effects of GBV can include feelings of fear, sadness, guilt, and anger, as well as anxiety, depression, self-harm, suicidal ideation, and addiction.</p> <p>In rolling out the Health SOP, there was keen interest from frontline medical professionals to further strengthen their capacity to provide Psychological First Aid, Mental Health and Psychosocial Support, coping mechanism strategies and referrals to specialised MHPSS services. This training is in response to the requests from medical professionals.</p>
<p><b>Scope of work</b></p>	<p>The international consultant will review the GBV Health SOP, the GBV Health Sector Tools and Job Aid, the ESP, the WHO clinical guidelines and any other relevant international guidance, along with current legislative, policy and capacity development material in Lao PDR relevant to the health sector's efforts to address GBV.</p> <p><b>Deliverable 1: Develop GBV MHPSS Guidelines for Health Workers</b></p> <ul style="list-style-type: none"> <li>● The international consultant will develop MHPSS Guidelines for use by doctors, nurses, other health workers in ICU, OBY/GYN, Mental Health etc, as well as health planners and managers (non-specialised) at all levels including health centres, with practical guidance on: <ul style="list-style-type: none"> <li>○ Understanding trauma reactions of GBV survivors</li> <li>○ Disclosures/reports of GBV</li> <li>○ Psychological First Aid</li> <li>○ Stabilising/grounding exercises</li> <li>○ Recovery skills and coping mechanisms</li> <li>○ Communication skills and tools to empower survivors and encourage resilience</li> <li>○ Referrals to specialised MHPSS providers and other sectors</li> <li>○ MHPSS in the context of a humanitarian disaster or emergency</li> <li>○ Monitoring framework, including data collection and follow up with referrals</li> <li>○ Other relevant topics.</li> </ul> </li> <li>● The Guidelines will link to the Health SOP.</li> </ul> <p><b>Deliverable 2: Develop GBV MHPSS Job Aid for Health workers</b></p> <ul style="list-style-type: none"> <li>● The international consultant will develop a practical Job Aid (a desk reference) for frontline health workers who provide services to GBV survivors.</li> </ul>

- The Job Aid will help these health workers respond to GBV survivors more effectively, with the aid of visuals, and with greater sensitivity.
- The Job Aid links to the MHPSS Guidelines, outlined above.
- It comprises the following:
  - The clinical interaction between the survivor and the health worker.
  - Visuals, communication tips and frequently asked questions on GBV and MHPSS
  - Information for survivors (and their parents or other accompanying caregivers) on MHPSS.

**Deliverable 3: Develop Training Package**

- The international consultant will develop a Training Package on Mental Health and Psychosocial Support for health professionals (with a specific lens of gender, GBV, power relations, survivor-centred approach) including:
  - Facilitator Handbook
  - Pre/post test
  - Powerpoints
  - Handouts
  - Case studies, role plays and other interactive exercises etc.

**Deliverable 4: Capacity building**

- The international consultant will deliver a 3-day Training of Trainers (TOT) for health professionals on MHPSS in Vientiane Capital:
  - May be conducted remotely or in-person - to be negotiated.
  - Simultaneous translation will be provided.

**Deliverable 5: TOT Report**

- The international consultant will submit a report of the TOT (approximately 1-2 pages), including:
  - Results of pre/post test
  - Qualitative observations of trainer.

Methods will include desk review, interviews with central level and local level (health facility) stakeholders as required, direct observations, report writing, resource/tool development, presentation and delivery of training.

**Deliverable 6: Update MHPSS curriculum**

	<ul style="list-style-type: none"> <li>● The international consultant will review the existing MHPSS curriculum under the Health Faculty at the National University of Laos, and update it to align with international standards.</li> <li>● This will involve: <ul style="list-style-type: none"> <li>○ x1 consultation with MOH/training schools/institutions to discuss curriculum prior to review</li> <li>○ x1 consultation to present suggested revisions to MOH training schools/institutions and seek feedback</li> <li>○ x1 consultation to finalise revisions.</li> </ul> </li> </ul>
<p><b>Duration and working schedule</b></p>	<p>The <u>working</u> days for the international consultant is <b>29 days</b> during quarter 3-4 2023. The assignment will be home based (remote) unless otherwise specified, or in Vientiane Capital if already based here:</p> <ul style="list-style-type: none"> <li>● Review of existing law, policies, manuals, SOPs and materials– <b>1/2 day</b></li> <li>● Consultations with MOH/training schools/institutions - <b>3 days</b></li> <li>● Review/revise MHPSS curricula - <b>7 days</b></li> <li>● Develop MHPSS Guideline - <b>7 days</b> (original and revisions)</li> <li>● Develop MHPSS Job Aid - <b>5 days</b></li> <li>● Develop training materials (Facilitator Handbook, Powerpoints, handouts, pre/post test etc) - <b>3 days</b></li> <li>● Deliver TOT – <b>3 days</b></li> <li>● Prepare report of the TOTs on Mental Health Care training – <b>1/2 day</b></li> </ul> <p>The deliverables will be submitted in electronic form. The exact dates of delivery will be decided in discussion with the selected candidates.</p>
<p><b>Monitoring and progress control</b></p>	<p>Milestones and timelines for the assignment will be agreed upon at the beginning of the contract and UNFPA will provide periodic follow-up based on the working schedule to ensure timely delivery of the products as well as timely mitigation of any unexpected obstacles.</p>
<p><b>Technical Supervision</b></p>	<p>The selected consultants will work under the supervision of:</p> <p><b>Responsible officer:</b></p> <p>Victoria Dart  GBV Specialist, Gender Unit  UNFPA Lao PDR Country Office  <a href="mailto:dart@unfpa.org">dart@unfpa.org</a></p> <p><b>Manager:</b></p> <p>Sisouvanh Vorabouth  Gender Lead, Gender Unit  UNFPA Lao PDR Country Office  <a href="mailto:vorabouth@unfpa.org">vorabouth@unfpa.org</a></p>
<p><b>Place of assignment</b></p>	<p>The consultant is expected to perform this work remotely, with regular online consultations (eg. Zoom), unless otherwise based in Vientiane or unless otherwise negotiated.</p>

<p><b>Expertise, qualifications and competencies, including language requirements</b></p>	<p>Qualifications required:</p> <ul style="list-style-type: none"> <li>● Master degree in medicine, public health, human rights, psychology or social psychology or other related discipline</li> <li>● Additional qualification on gender and/or women’s studies highly desirable.</li> </ul> <p>Experience required:</p> <ul style="list-style-type: none"> <li>● Demonstrated experience working in mental health with hospitals and/or MoH equivalent (district, provincial or central level)</li> <li>● Demonstrated experience in developing MHPSS manual and guidance for health professionals</li> <li>● Demonstrated experience in working with gender/GBV/violence against women and girls, particularly in the context of health responses</li> <li>● Demonstrated experience in provision of mental health and psychosocial support/care highly desirable</li> <li>● Demonstrated programmatic experience in, or implementation of, relevant UN guidelines (eg. ESP, WHO Guidelines, WHO Clinical Handbook, MhGAP, Minimum Standards in Emergencies) highly desirable</li> <li>● Knowledge of Lao PDR’s health system an asset</li> <li>● Experience working with UN agencies, particularly UNFPA, is an asset.</li> </ul> <p>Skills required:</p> <ul style="list-style-type: none"> <li>● A good understanding of MHPSS in health system responses</li> <li>● A good understanding of the health sector response to GBV, including knowledge of relevant guidance by WHO and UN partners, and skills in analyzing and supporting responses to violence</li> <li>● A good understanding of gender-sensitive clinical care</li> <li>● A good understanding of health policy relating to GBV.</li> </ul> <p>Language requirements:</p> <ul style="list-style-type: none"> <li>● Fluency in spoken and written English.</li> </ul>
<p><b>Inputs/services to be provided by UNFPA or implementing partner</b></p>	<p>UNFPA will facilitate the communication between the consultant and Lao government, and MOH/NCAWMC will provide guidance and support as required.</p>
<p><b>Recommended Presentation of Proposal</b></p>	<p>Interested consultants must submit the following documents/information to demonstrate their qualification:</p> <ul style="list-style-type: none"> <li>● Confirmation of Interest and Availability</li> </ul>

	<ul style="list-style-type: none"><li>● Personal CV or P11 Form, indicating all experience from similar assignments as well as personal information</li><li>● Technical proposal (maximum 3 pages), including a) a brief description of why the individual considers her/himself as the most suitable for the assignment; and b) methodology on how s/he will approach and complete the assignment.</li><li>● Financial proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs (per deliverable).</li></ul>
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