

USAID Advancing Nutrition

Scope of Work: Technical Assessment Consultant for Assessing the Pre-Service Training Curriculum of a Frontline Worker in Bangladesh

A. Background

USAID Advancing Nutrition is the Agency's flagship nutrition project, led by JSI Research & Training Institute, Inc. (JSI), and a diverse group of experienced partners. Launched in September 2018, USAID Advancing Nutrition implements and provides technical support to nutrition interventions across sectors and disciplines for USAID and its partners. The project's multi-sectoral approach draws together global nutrition experience to design, implement and evaluate programs that address the root causes of malnutrition. Committed to using a systems approach, USAID Advancing Nutrition (USAID-AN) strives to sustain positive outcomes by building local capacity, supporting behavior change and strengthening the enabling environment to save lives, improve health, build resilience, increase economic productivity and advance development.

Nutrition is critical for good health across all age groups, during each life stage. Good nutrition protects individuals from falling sick and is important for recovery from illness. Dietary practices--both eating and feeding of young children--are fundamental. For this reason, it is important that many types of health workers—nurses, midwives, nutritionists, community health workers, auxiliary workers, and doctors—provide nutrition services. Depending on the country, cadre, and location of work, this may include monitoring nutritional status; detecting and managing malnutrition; tracking child growth and development; prescribing and administering vitamins, food supplements, and medicines to prevent illnesses that can cause malnutrition and/or micronutrient deficiencies; and counseling clients on optimal nutrition practices.

To deliver quality nutrition services at scale, these health workers must have the relevant competencies (knowledge, skills, and attitudes). To build these competencies countries need clear job descriptions, effective pre-service training, rigorous certification and recertification processes, as well as continuing education (on-the-job and in-service training), mentorship, and supportive supervision.

In response, USAID Advancing Nutrition developed a tool *Strengthening Nutrition Competencies for Frontline Workers*, to support the assessment of pre-service training for frontline workers. The tool includes a comprehensive set of nutrition competencies and references to training materials that may be useful for building those competencies. It can be used by individuals and institutions, including professional associations, training institutions/nursing schools/universities, regulatory councils, educators, and government ministries, engaged in the curriculum development and review process in a given country.

B. Activity Description

USAID Advancing Nutrition will test the newly-developed tool, *Strengthening Nutrition Competencies for Frontline Workers*, in Bangladesh to identify areas within the pre-service training curricula of one

cadre of frontline health worker where nutrition content can be strengthened and provide recommendations for doing so.

In Bangladesh, nurses and midwives play an important role in providing nutrition services at upazila health facilities or the Upazila Health Complex (UHC). However, subassistant community medical officers (SACMOs), family welfare visitors (FWVs), along with family welfare assistants (FWAs), health assistants (HAs), and community health care providers (CHCPs), working at union health centers (UHCs), union health and family welfare centers (UHFWCs), union sub-centers (USCs), rural dispensaries (RDs), and community clinics (CCs), are often the first—and only—points of contact for mothers and children for maternal, newborn, and child health care. According to the 2017 Bangladesh Health Facility Survey (NIPORT and ICF 2019), union level facilities only provide outpatient services. Almost all of them provide MCH-FP services, including antenatal care (with an emphasis on screening for “at-risk” pregnancies and referral), normal delivery at upgraded facilities, postnatal care, family planning services, child health care, treatment of general patients, and health education. SACMOs and FWVs are also responsible for delivering MCH-FP services and health education at more than 30,000 satellite clinics that are organized monthly at the community level. This activity will focus on the nurse (diploma) or SACMO (medical assistant training).

The process will involve the formation of a **Nutrition Pre-Service Curriculum Review Team of leaders and stakeholders as well as** collecting and reviewing relevant documents, particularly national job descriptions as well as health policies and systems related to the delivery of frontline nutrition services.

C. Objectives

The objectives of this Consultancy are to:

1. Develop recommendations for strengthening the nutrition content of the national pre-service training curriculum for one frontline health worker (nurse or SACMO) in Bangladesh.
2. Pilot and collect feedback on the generic, globally-relevant tool for updating pre-service training, *Strengthening Nutrition Competencies for Frontline Workers*, that was drafted in 2020 by USAID Advancing Nutrition.

D. Responsibilities of Staff and Justification

The Technical Assessment Consultant will:

- Participate in routine virtual meetings via Zoom, GoogleMeet, and/or Skype with USAID Advancing Nutrition staff.
- Coordinate and collaborate all efforts with the Senior Technical Consultant.
- Use the USAID Advancing Nutrition tool, *Strengthening Nutrition Competencies for Nurses*.
- Finalize the list of key informants to be consulted and, as appropriate, invited to join the Nutrition Pre-Service Curriculum Review Team. These should be individuals familiar with roles and responsibilities (task sharing, shifting) of health workers, pre-service training and certification, and HR deployment and supervision system. They will likely include representatives from the Directorate General of Nursing and Midwifery (DGNM), and Bangladesh Nursing and Midwifery Council (BNMC), Divisional Continuing Education Centre (DCECs), Regional Technical

Committees (RTCs), Nursing Institutes, Nursing Colleges, selected Upazila Health & Family Planning Officers (UH&FPO), and frontline healthcare providers.

- In collaboration and consultation with the Senior Technical Consultant, conduct calls or meetings with key informants. The Country Assessment Manager will assist the Senior Technical Consultant in arranging and conducting the calls/meetings. The Country Assessment Manager will be responsible for taking notes during the calls/meetings. Through these interviews the consultants we will explore current expectations of the selected frontline healthcare worker; the conditions under which pre-service training (both teaching and practice) takes place; and the factors that may influence pre-service education, including but not limited to graduation and certification requirements, sites used for practicum, and work placements. These calls will also be used as an opportunity to identify potential members of a Nutrition Pre-Service Curriculum Review Team.
- Organize logistics for three meetings with the Nutrition Pre-Service Curriculum Review Team. At the end of the first (virtual) meeting the Team should come to agreement on the cadre of focus for this activity. The aim of the second (virtual) meeting will be to work with the Nutrition Pre-Service Curriculum Review Team to agree on a list of priority competencies to use for the curriculum review exercise. The third and final (virtual) meeting of the Nutrition Pre-Service Curriculum Review Team will develop recommendations for revising the national curriculum to strengthen nutrition competencies of the selected frontline healthcare worker; updating specific courses, suggesting possible teaching, learning, and assessment materials needed; and making updates to the job description of the selected frontline healthcare worker. This will involve working in close collaboration with the Senior Technical Consultant to:
 - secure a venue,
 - send out invitations,
 - complete a list of attendees,
 - print necessary documents,
 - arrange for a tea break
 - develop an agenda,
 - take notes with particular attention to outcomes (decisions, next steps, and action items) from each meeting
 - translate notes from Bangla to English, if necessary
- Review curriculum and course syllabi using the USAID Advancing Nutrition tool and in accordance with decisions of the Nutrition Pre-Service Curriculum Review Team regarding nutrition competencies.
- Draft a report of findings and recommendations for strengthening the pre-service training curriculum.
- Record and summarize feedback on the USAID Advancing Nutrition tool (e.g., perceived gaps and weaknesses, possible revisions).
- Collect feedback on the USAID Advancing Nutrition tool from the Nutrition Pre-Service Curriculum Review Team.
- Summarize feedback on the USAID Advancing Nutrition tool.

E. Qualifications

The Technical Assessment Consultant should have the following qualifications:

1. Knowledge and a minimum of 5-10 years of direct experience with nutrition programming, nutrition project management, nutrition training including in institutions of higher learning, or other relevant experience.
2. A master's degree in nutrition, public health, education, or other relevant field
3. Experience in the Bangladeshi health and/or health education system(s)
4. Clear understanding and knowledge of health worker training (pre-service and in-service) and nutrition services in Bangladesh
5. Analytical skills
6. Strong English language writing skills

F. Deliverables, Schedule and Expected Result

The Technical Assessment Consultant is responsible for the timely submission of the following deliverables, as part of the SOW:

Deliverable*	Description	Due Date
Notes from meetings/calls with key informants	Conduct calls/meetings with key informants. (Approximately equivalent to 8 days of LOE)	February 28, 2021
Documentation of the 1st meeting of the Nutrition Pre-Service Curriculum Review Team (agenda, list of attendees, and notes)	Develop agenda for the 1st Nutrition Pre-Service Curriculum Review Team call. After conducting the meeting, submit the list of attendees and notes. (Approximately equivalent to 5 days of LOE)	March 31, 2021
Documentation of the 2nd meeting of the Nutrition Pre-Service Curriculum Review Team (agenda, list of attendees, and notes)	Develop agenda for the 2nd Nutrition Pre-Service Curriculum Review Team call. After conducting the meeting, submit the list of attendees and notes. (Approximately equivalent to 5 days of LOE)	April 30, 2021
Draft report of findings and recommendations for Nutrition Pre-Service Curriculum Review Team	Review curriculum and course syllabi using the USAID Advancing Nutrition tool and in accordance with decisions of the Nutrition Pre-Service Curriculum Review Team regarding nutrition competencies. Then draft a report of findings and recommendations for strengthening the pre-service training curriculum for presentation to the Nutrition Pre-Service Curriculum Review Team. (Approximately equivalent to 10 days of LOE)	Jun 15, 2021

Documentation of the 3rd meeting of the Nutrition Pre-Service Curriculum Review Team (agenda, list of attendees, and notes)	Develop agenda for the 3rd Nutrition Pre-Service Curriculum Review Team call. During the call/meeting, finalize the list of invitees and attendees and take notes. (Approximately equivalent to 5 days of LOE)	June 30, 2021
Final draft report of findings and recommendations	Revise draft report of findings and recommendations for revising the pre-service training curriculum based on input from the Nutrition Pre-Service Curriculum Review Team. (Approximately equivalent to 7 days of LOE)	July 31, 2021
Feedback on the USAID Advancing Nutrition tool.	Collect feedback from the Nutrition Pre-Service Curriculum Review Team, USAID, the Senior Technical Consultant, and self on the USAID Advancing Nutrition tool. This may include what worked and what didn't work as well as suggestions for improving the tool. (Approximately equivalent to 5 days of LOE)	July 31, 2021

*The final format for the submitted materials will be determined and refined with USAID Advancing Nutrition Activity Manager.

The work is estimated to be approximately equivalent to **45 days**. All required deliverables and reports shall be submitted to the Activity Manager.