

**Terms of Reference**  
**Consultant – Public Health Administration**  
**in**  
**National Health Systems Resource Centre**

National Health Systems Resource Centre (NHSRC) is an autonomous body set up in 2006, under National Rural Health Mission (NRHM), now National Health Mission (NHM), of Ministry of Health and Family Welfare (MoHFW), the Government of India (GOI). Its mandate is to assist in policy, planning and strategy development at the central level and in provision and mobilization of technical support to the states to implement the policies and programs and in capacity building.

Public Health Administration Division (PHA) works on development of National public health policies/Governance/plans /programs and assists states and districts in implementation, through capacity development, supportive supervision and monitoring. It also informs the national policies and programs with the experiences gained from working at the grassroots.

Some of the key areas of work of the PHA Division include:

**Model Health Districts Initiative** – The Division works with selected Districts to ensure provision of assured services to achieve the outcome of reducing the OOPE and improved overall health indicators of the district for various programs. Under the initiative, the Division provides technical support to identified District Hospital, SDH, and a chain of CHC, PHC and SC for provision of assured health services, particularly critical care services. Health facilities that comply with infrastructural, HR, quality and health systems requirements and optimally implement the health programs under NHM, qualify as ‘Model Health Districts’ and in turn serve as models for replication by other districts and states.

**Strengthening provision of Secondary Care** – The Division provides technical support to strengthen secondary care health facilities in terms of infrastructural requirements and technical protocols and for developing District Hospitals as ‘Knowledge Hubs’ by provision of DNB/CPS, nursing and paramedical courses. It also supports the states in developing prospective plan for district hospitals. Key areas under secondary care strengthening are:

- District hospital strengthening
- Family medicine
- MCH strengthening
- Revision of CEmONC/LSAS

#### **Public Health Governance**

Robust and accountable health systems governance remains a challenge within the public sector. Mechanisms for strengthening accountability and health systems risk management (such as morbidity audits, prescription audits, inventory and financial audits) are either inadequate or lacking. Neither is there a system to generate early warning signs about potential lapses in service delivery (particularly those which are critical, e.g. adverse event reporting). The division is working on the strengthening of Public Health Governance through Health System Indicator Tools enabling timely corrective actions to prevent untimely deaths and avoidable incidents.

- Maternal Death Surveillance Review & Child Death Review
- Clinical Governance
- Referral Transport
- Civil Registration System
- Citizen Charter

#### **Comprehensive Primary Health Care**

The Division has coordinated in drafting of operational guidelines in certain key areas of Comprehensive Primary Health Care. Guidelines cover the areas of Oral Health, Mental, Neurological& Substance Use Disorders, Emergency Services, Architectural Design of HWCs and RMNCH+A.

#### **Indian Public Health Standards (IPHS)**

The Division has drafted the revision of IPHS by aligning it with recent program initiatives. This is in the process of approval.

#### **National Urban Health Mission (NUHM)**

The Division works with relevant stakeholders in strengthening capacity of states in rolling out implementation of NUHM and also carries out supportive supervision and monitoring of various urban health activities.

Division is supporting MoHFW in creating public health cadre within the existing health structure of the states. The 13th CCHFW members resolved to commit to constitute Public Health Management Cadre in their States by March 2022 to achieve the goal of Health for All.

### Communicable diseases

To provide implementation support as well as to review the progress of specific public health strategies under Communicable Disease Control programmes with a specific focus on COVID-19 related activities.

#### Opening for entry to PHA division as Consultant

*The PHA Division is looking for young and dynamic public health professionals who are motivated to undertake public health services. The applicant must be proactive and self-accountable with a strong work ethic and ability to work with minimum supervision and deliver within tight deadlines.*

*The applicant should be passionate about strengthening public health services with a vision of making good quality public health care services available and accessible to the most underserved and marginalised populations; and must have the zeal to continuously and strategically work towards realisation of that vision.*

*The selected candidate will have the unparalleled opportunity to work at a dynamic platform with the States and Districts and other stakeholders. The work will provide an enriching experience in understanding the public health challenges at various levels and developing and implementing strategies for problem solving.*

NHSRC seeks to recruit Consultant purely on contractual basis to extend his or her support to the PHA division of NHSRC. The Consultant will work under the supervision of Advisor, PHA.

#### **Qualification and Experience:**

##### **I) Essential:**

- Graduate degree in MBBS/AYUSH/Nursing/Social Science with Post-graduation or higher qualification in Public health, Community medicine, preventive and social medicine or equivalent.
- At least 3-years of post-qualification working experience, especially in core public health domains like maternal and child health/ NRHM/ NHPs/ RMNCH+A/ health planning/ Health policy and advocacy/ Public Health system strengthening or Health Care Management
- Vibrant, dynamic and highly motivated with a sense of initiative and ownership, and ready to take any responsibility assigned as a part of the team
- Ability to produce high quality written work, with great attention to detail, within tight deadlines
- Passionate about working on health systems issues, particularly for the poor and vulnerable population, and keen on working on policy at national level, with a problem-solving approach
- Ability to question while bringing fresh and innovative ideas to the team; Should be observant and keen, with ability to respond appropriately in any situation
- Demonstrated ability to work in a multi-disciplinary team environment
- Demonstrated experience in Operationalizing health program at field level / working in strengthening of district level health systems
- Organizing workshops at national & state level for health infrastructure particularly critical care areas like High Dependency Unit, Operation Theatre, Labour Room, Labs, CSSD, etc.
- Willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments
- Computer proficiency with high levels of familiarity in commonly used packages like MS Word, Excel, Power Point and Web surfing to search relevant data and documents
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi also desirable.
- Relaxation in qualification and experience can be given as an exception to good candidate.

##### **II) Desirable:**

- Preference will be given to MBBS candidates
- Experience in working with state/district.

#### **Roles & Responsibilities:**

- Support in development of infrastructure component of IPHS relating to Public Health Institutions including layout designs.
- Systematic collection, documentation & presentation of information on health system and health needs for providing inputs to key decision makers.
- Analysis of data from HMIS & its use for decision makers at central, state and district level.
- Support the PHA team in building capacities at district and state level for making state and district health plans and for review & improving the plans, using both epidemiological and HMIS inputs and support on budgeting and financial planning as required by the poor performing states.
- Provide Technical Assistance in areas related to health systems strengthening such as Public Health Planning, Health Management Information Systems, etc.
- Undertake field visit to assess progress of Maternal / Child Death or Near Miss Reviews, Grievance redressal and in collection and development of background materials for publications of the Division.
- Support the Division in organization of national, regional and state level workshops and consultations for orienting States on specific technical areas.
- Maintain data base of all relevant documents/communications related to allocated work area.
- Any other duties that may be assigned by the PHA division.

**Age Limit:** Upto 40 Years (as on the date of receiving the application)

**Location:** The position is New Delhi based with travel to different states and districts

**Consultancy Fee Band:** Rs. 60,000/- to Rs. 1,20,000/-

*\*Fee offered within the band will be commensurate qualification and experience.*

- Candidates selected in this interview could be considered for other vacant positions at NHSRC requiring similar skill sets and at appropriate level.

**To Apply:** Candidates are requested to download the application form attached with the TOR, which is uploaded on the NHSRC website and email the duly filled application form to [recruitment.pha.nhsrc@gmail.com](mailto:recruitment.pha.nhsrc@gmail.com) **only by 01-October-2020**. Applications submitted in other formats or through other channels with an intent to influence may be a reason for rejection. Please ensure that the post applied for is clearly mentioned on the application form, without which the application form will not be accepted