

## Terms of Reference

This consultancy is requested by:

Unit:	Universal Health Coverage Team
Division:	WHO Representative Office in Viet Nam

### 1. Purpose of the Consultancy

To provide technical assistance in the areas of health workforce and health facility regulation, and other related issues, to support the Universal Health Coverage Team of the World Health Organization Representative Office in Viet Nam.

### 2. Background

The government of Viet Nam is in the process of revising its Law on Medical Examination and Treatment (LET), a health service law that has been in effect since 2009. The LET revision will cover regulation of health practitioners and health facilities, patient safety, and health data management system issues with the aim to align with the vision set out by Party Resolution 20 (No 20–NQ/TW) adopted by the 12<sup>th</sup> Party Central Committee of the Communist Party of Viet Nam in October 2017. Some of the major reforms to be reflected in the revised LET include establishing a national licensing examination and National Medical Council to strengthen the quality of health practitioners; revising the regulation of health facilities, including health facility licensing and performance monitoring; and other patient safety concerns.

The Ministry of Health has drafted the revised LET and will submit to the National Assembly in March 2020 in preparation for the National Assembly Meetings in May/June 2020 for its first review. A second and final review by the National Assembly will be conducted in October/November 2020. WHO will continue to provide technical support to the revision process for the LET, which will be promulgated in January 2021.

### 3. Planned timelines (subject to confirmation)

Start date: 31 March 2020

End date: 30 September 2020

The consultancy contract would be about 14 days (with 3-4 days in Hanoi), with the date of consultation workshop and timeline of deliverables subject to the National Assembly session schedule.

### 4. Work to be performed

#### Method(s) to carry out the activity

The work will involve inputs and review of WHO technical briefings on specific areas relevant to the revision of the LET, including but not limited to, the following:

- Health facility regulation
  - Licensing of health facilities and quality assurance systems (e.g. accreditation or other), including standards criteria
  - Hospital performance monitoring and feedback system and reporting requirements
  - Hospital governance and accountability
  - Hospital information system (resource inputs, clinical, financial, etc.)
  
- Health practitioner regulation
  - Licensing and re-licensing systems for health practitioners, including national licensing examination, and continuing professional development
  - Accreditation of undergraduate and post-graduate health professional education
  
- Other areas
  - Mechanism for dispute resolution in the health care setting (complaints reporting system regarding patient safety, alternative dispute resolution system, and patient compensation programs)
  - Structure, design, and management of health information system (use of information system for compliance with quality and safety standards, and privacy and security of data, including ethical frameworks for HRH and health facilities registers as well as patients' database related to health records)

The consultant will be expected to advise the UHC team on one or more of the above technical areas and more specifically:

- Provide detailed inputs, including international experiences, to WHO technical briefs on specific areas of expertise and support to finalize WHO technical briefs
  
- Participate and present at consultation(s) regarding the revision of the LET during the National Assembly review process; facilitate discussions among various stakeholders during consultations

Depending on the areas of expertise, more than one consultant may be recruited to support the above technical areas.

### **Output/s**

Under the overall supervision of UHC Team Leader, the consultant will work with the country office on the following outputs:

Output 1: Effective support provided to UHC team and National Assembly on revision of the LET

Deliverable 1 – Draft of technical brief on specified area(s) for the LET revision and presentation materials (5 days, by 10 April 2020)

Deliverable 2 – Final technical brief and presentation materials following feedback from WHO team (3 days, by 15 April 2020)

Deliverable 3 – Review of and comments on Question and Answer booklet from National Assembly (1 day, by 20 April)

Deliverable 4 – Presentation of materials at consultation workshop (5 days including travel time, by 30 April 2020)

## 5. Technical Supervision

The selected Consultant will work on the supervision of:

Responsible Officer:	Dr Annie Chu, Technical Officer, VNM/UHC	Email:	
Manager:	Dr Momoe Takeuchi, Team Coordinator, VNM/UHC-HLE	Email:	

## 6. Specific requirements

### a. Qualifications required:

**Essential:** Bachelor degree in relevant areas including medicine, public health, health economics, or social science from a recognised university.

**Desirable:** Postgraduate degree in relevant areas including health financing, health economics, health policy, health administration, or social science from a recognised university.

### b. Experience required:

**Essential:** At least 10 years of experience in relevant areas including health workforce regulation, health facility regulation, health financing, health information systems management, health legislation

**Desirable:** Prior experience of working with the Government of Viet Nam or in the Western Pacific Region on issues related to regulation of health practitioners and health facilities will be considered an advantage.

### c. Skills / Technical skills and knowledge:

- Strong qualitative, analytical, and communication skills
- Ability to write clearly and effectively
- Knowledge of the health financing system in Viet Nam desirable
- Specific technical knowledge on estimation of health expenditures considered an asset

d. Language requirements:

- Expert written and spoken English

e. Competencies

- Excellent interpersonal and communication skills
- Demonstrated ability to work as part of a team or independently
- Produces results
- Builds and promotes partnerships
- Fosters integration and teamwork

**7. Place of assignment**

Under the guidance of the UHC-HLE Team Coordinator and relevant technical staff, the consultant will be expected to work remotely and have one trip to Hanoi to attend workshops and meetings.

**8. Medical clearance**

The selected Consultant will be expected to provide a medical certificate of fitness for work.

**9. Travel**

The Consultant will be expected to have one 3-4 day trip to Hanoi to attend workshops and meetings.