

**MARIESTOPES UGANDA/MATERNAL HEALTH VOUCHER PROJECT (MHVP)**  
**TERMS OF REFERENCE:**

**Request for Consultancy Services to Conduct Data Quality Assessment (DQA) at  
MSU/UNFPA supported health facilities**

***Purpose: To carry out data quality assessment at Private health facilities supported by  
MSU/UNFPA***

**1.0 Background**

**1.1 A brief over view of the Maries Stopes Uganda (MSU)**

Marie Stopes Uganda (MSU) is a marketing-focused, results-oriented social business that uses modern management and marketing techniques to provide family planning and reproductive healthcare across every district of Uganda.

MSU has 25% of the market share in modern contraceptives and, in 2010/2011, safely delivered 50,000 babies and contributed 4 points to Uganda's contraceptive prevalence rate. MSU has enjoyed 20% year on year growth since 2007. MSU is part of a global network, Marie Stopes International (MSI), and subscribes to MSI goal and mission, to prevent unwanted births and to ensure individual's rights to Children by Choice not Chance.

To date, MSU is implementing a number of projects that include the UNFPA supported project titled "Maternal Health Voucher Project:

**1.2 Goals and Results of the MSU MHVP**

The overall goal of the Maternal Health Voucher Project (MHVP) is to facilitate increase in availability and demand for family planning services in selected (8) high burden districts within the East and Central (EC) Region.

The MSU/UNFPA Maternal Health Voucher Project has five major result areas that include:

1. Improving access to and availability of high-quality, affordable and comprehensive FP services in the private sector in selected districts/facilities
2. Strengthening the technical and functional capacity of private health facility providers to deliver comprehensive FP services including Postpartum family planning (PPFP) at selected districts/facilities
3. Increasing demand for comprehensive FP services and PPFP in the private sector in selected districts/facilities
4. Monitoring service utilization and address emerging barriers to accessing comprehensive FP services through private sector in selected high burdened districts

**2. Aim of Consultancy**

MSU is supporting the expansion and access to comprehensive FP services, through the private sector in the EC region of Uganda. The services are delivered to beneficiaries through the private health clinics. Every month, the health facilities are mandated to report to MSU data on key indicators related to services that they provide. The data reported helps MSU to monitor and evaluate the progress in the implementation of planned FP services to the community as well as use the data for quarterly and annual reporting to UNFPA, planning and decision making by the project.

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In order for MSU to have some level of confidence in the quality of data reported by the health facilities, MSU has planned to conduct a DQA at sampled health facilities. The facilities were randomly selected however, the consultant could suggest the most appropriate method to carry out the assignment. The outcome will enable MSU to learn lessons from all the sampled Health facilities for future data quality improvement.

The broad aim of this assignment is therefore to help MSU to conduct data quality assessment focusing on a maximum of three (3) indicators. The assessment report will specifically help to:

- a) Identify major points of errors during data flow within different units of health facility
- b) Address data quality issues ( completeness, accuracy, consistency, confidentiality, timeliness and accessibility)
- c) Address data management issues ( filing, electronic and manual data storage)
- d) Promote data utilization at health facility level for planning and decision making going forward

### **3. Methodology**

The assessment team will use mainly qualitative methods of data collection such as key informant interview to gather information related to data quality, flow and management. MSU has developed a tool that the team will administer to the health facility staff and other key individuals concerned with data management.

Additionally, the team will use observation method to ascertain data usage at health facility (in terms of illustrations on the wall) and filing system.

### **3.2 Timeframe and fee**

The assignment will be remunerated upon delivery of the agreed outputs, at the agreed fee rate and the agreed number of days of professional fess chargeable, as per the normal procedures of MSU. Completion of the exercise will not exceed 20 days.

### **3.3 Supervision and Management**

The Research Monitoring and Evaluation Manager will provide the overall management and supervision functions during the time of consultancy.

### **4. Deliverables/Expected Outcomes**

- Review the DQA tool and other related documents
- Gather information using the tools developed
- Completed report on data quality (completeness, accuracy, consistency, confidentiality, timeliness and accessibility) as well as utilization at health facilities
- Present the DQA report to MSU/UNFPA Project Staff

### **5. Qualification and experience of the Consultant**

The consultant must possess a minimum of Masters Degree in Public Health/Epidemiology /Demography/Biostatistics or first degree in Statistics / Social sciences with Post Graduate training in M&E, public health, demography and Biostatistics.

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Candidates with in depth knowledge of Monitoring and Evaluation and Reproductive Health indicators interventions, will have an added advantage. Additionally, candidates must have an evidence of having executed similar assignment in the past.

**6. Report**

The cover page of the report will have MSU. UNFPA logos. The report will be structured as follows:

- Executive Summary
- Background of the DQA exercise
- Methodology
- Presentation of findings
- Conclusions
- Recommendations
- References
- Appendices

**7. Support from MSU**

MSU will provide background documents, list of health facilities to be assessed, list of indicators and other Standard Operating Procedures (SOPs), and arrange for meetings with the health facility staff. Accommodation and transport (during the assignment) in the field will all be borne by the consultant.

**8. How to apply**

Interested applicants should submit a concept note (Maximum 10 Pages both CV (s) and approach combined) detailing how their qualification and experience make them appropriate for the assignment. Please include the estimated number of days to conclude the assignment.

Bids, in duplicate must be submitted in sealed envelopes duly marked on an outer envelope with Tender Number and Description of Service to Procurement. Deadline for receipt is Friday 09th December, 2016 by 3.00 pm.