



ToR for the Development of Core Course Content for a Humanitarian Health Course

Application Submission Date: 14th January 2019

Duration of TOR: Jan/Feb-July 2019 (6 months with 2 Phases)

Reporting Lines: UK-Med Training and Capacity Building Manager

Background

UK-Med is working with the Royal College of Surgeons Edinburgh (RCSEd) to develop a Faculty on Humanitarian Health. As part of the establishment of this faculty it is proposed that a training course in Humanitarian Health is developed as a common entry point for the faculty. UK-Med has secured start-up funding for three years through the UK Department for International Development (DFID) to develop both the course and the Faculty.

UK-Med is an international NGO that provides emergency healthcare support in times of crisis and humanitarian emergencies, deploying teams of clinicians (primarily volunteers). It maintains a register of professional health volunteers and supports and trains them to work in humanitarian settings as required. UK-Med also provides support for training and capacity building for health professionals in developing countries with a particular focus on countries which are vulnerable to humanitarian disaster and crisis.

RCSEd is a thriving, global network of health professionals with membership approaching 25,000 health professionals who live and work in more than 100 countries around the world. The College's primary role is around maintaining and developing professional standards in health care and the main concern of Fellows and Members is to ensure the safety of patients and provide them with the best possible care.

The Need

UK-Med are leading on the development of the core course for the Faculty of Humanitarian Health which will be the initial entry criteria for faculty membership. This will comprise the basic information that a healthcare professional would need in order to begin to understand the humanitarian setting in which they may find themselves and how to navigate some of the ethical considerations and challenges of working in this context which may be significantly different to what they are used to. The course will be multi-disciplinary and anyone with a relevant health qualification will be able to apply to complete the course.

It is suggested that the course might be based around the following three core streams of learning which will be delivered across distinct but complementary modules:

1. **Humanitarian Health Contexts** –including wider considerations around working in this setting such as protection and shelter, population needs assessments.
2. **Provision of Emergency Health Care in a humanitarian setting** - clinical stream to include emergency care and non-communicable disease management in crisis situations.
3. **Decision making for Humanitarian Health Practitioners** – to include coordination, ethics, data management and evaluation of humanitarian health contexts.

It is expected that all participants will take the first 'core stream' in its entirety but that the rest of the course is structured so that there are modules that professionals from specific specialties might take, dependent on their relative skill sets. Each participant will need to complete a set number of modules in order to pass the overall course. It is estimated that the course will contain **6 weeks' worth of content (around 40 hours)**.

It is anticipated that the majority of the content will be delivered online using RCSEd's Moodle platform but that it may be necessary to bring participants together for some tutorials/contact time in order to facilitate their learning.

Deliverables

The Consultant will deliver on the following;

Phase 1 (12 weeks)

1. Conduct a scoping exercise literature review which critically evaluates what already exists in the sector (at entry level), identifies what is missing and where this course could improve or add to current provision.
2. Identify and outline proposed core and optional course modules.
3. Identify the key audience for this course and how this course will be a link to additional educational opportunities or Faculty Membership with the RCSEd or with UK-Med.
4. Propose the key Learning Outcomes for the course and outline curriculum/key learning themes in order to achieve this.
5. Outline the learning approaches/methodology for the course (by module) based on the proposed target audience.
6. Feedback to UK-Med and RCSEd and agree the overall learning outcomes for the course and proposed next steps.

Phase 2 (12 weeks)

1. Design the detailed Course Curriculum across each module.
2. Identify, format and structure outline course content for a learning programme which encompasses all of the modules agreed in Phase 1.
3. Deliver the full course content for at least the core module with outline course content in place for additional proposed modules.
4. Develop the key assessment and evaluation criteria and processes for the course and for each module.

Consultant Outputs

The consultancy will be implemented over two phases and implementation of Phase 2 will be dependent on successful completion of Phase 1 and an agreed plan for Phase 2.

Phase 1

On completion of Phase 1 the Consultant will deliver the following to UK-Med/Members of the Faculty Steering Group Committee.

1. Written report covering above deliverables as well as a detailed implementation plan for Phase 2
2. Presentation to RCSEd and UK-Med on the results of Phase 1 with an outline of planning for the delivery of Phase 2.

Phase 2

On completion of Phase 2 the Consultant will deliver the following;

1. Completed Course (to include; learning approaches and outcomes, methodology and content) which is uploaded (or ready to upload) on to an agreed learning platform.
2. Final Consultancy Report with recommendations and proposed next steps.

Reporting Lines

The Consultant will report to the Training and Capacity Building Manager at UK-Med but will also be required to submit updates as required to the Humanitarian Health Faculty Steering Group as required.

Consultant Requirements:

Essential

The Lead Consultant will have a background in clinical education and will have experience of working in humanitarian and low resource settings. It is envisaged that

this Consultant will have the ability to lead the project and to leverage the support of (and have access to) key subject matter experts to assist in the development of the course content.

Desirable

Experience of developing online education courses for health professionals.
Demonstrate proven experience of leading on similar educational projects with professional health care providers.

Timeline

- It is expected that the contract will commence in **late January 2019**.
- It is anticipated that Phase 1 will be completed by the **12th of April**.
- At the end of Phase 1 there will be a review meeting and if the outcome of this is successful the Consultant will then be invited to proceed to Phase 2 of the Terms of Reference.
- On completion of Phase 2 it is expected that all content will be developed and uploaded to an agreed Online Learning Management System by **30th of July 2019**.
- It is planned to pilot the course content by the end of the second quarter of 2019 (August 2019).
- It is expected that all course content developed from this TOR will remain the property of UK-Med for use in clinical education unless otherwise agreed.

Budget

The budget for this consultancy will be to a maximum of £45,000. This will be paid in instalments with £5,000 provided up front, a maximum of £20,000 provided on successful completion of Phase 1 and a maximum of £20,000 provided on successful completion of Phase 2.



Deadline for proposal submission

Submissions should be made to recruitment@uk-med.org no later than **14th of January 2019** and informal enquiries should be sent to: Helen Jordan (helen.jordan@uk-med.org)

All Submissions should include at least the following;

1. Cover letter detailing the approach to be taken and highlighting previous experience of similar work.
2. Up to date CV of Lead Consultant/s.
3. Draft Budget and workplan/timeline.