

Terms of Reference

A. Project Title:

Short term consultancy for the revision of the PAHO blueprint on comprehensive care of services for gay men and other men who have sex with men (MSM), and development of a tool for the training of Health Care providers.

B. Project Description:

Background:

Early in 2008, the Joint United Nations Program on HIV/AIDS (UNAIDS) and the Group for Horizontal Technical Cooperation (GCTH) – along with the national AIDS program directors from 21 countries in the Latin America and Caribbean (LAC) Region – held a consultation meeting to identify general lines of action to improve the quality of life and health for lesbian, transgender, bisexual, gay, and other men who have sex with men (MSM) in their respective communities. During that meeting participants agreed that a core line of action had to be focused on the provision of accessible, high quality health care services, since there is a disproportionate HIV disease burden in gay men and other men who have sex with men (MSM) which can be explained largely by the high per-act and per-partner transmission probability of HIV transmission in receptive anal sex.

There continues to be a lack of HIV data for gay and other bisexual men, with only 87 countries having reported prevalence of HIV in MSM as of 2011.

Several studies have shown that MSM are more likely to develop or have substance use, depression, violent victimization, and childhood sexual abuse than their heterosexual peers. The frequent co-occurrence of these conditions is associated with increased rates of unprotected sex and enhanced vulnerability to HIV and other STDs. Based on this data, a comprehensive package of HIV core services for gay and other men who sex with men is necessary

C. Scope of Work

Objectives:

1. To review and adapt the WHO/PAHO blue print of comprehensive care offered to gay and MSM groups to the Belize scenario.
2. To develop a training tool kit on comprehensive care for Gay and MSM at risk groups for physicians and health care workers to be implemented primarily in health care settings being primarily to sensitize and develop skills and capacity in health care workers who interact with the Gay and MSM community.

Scope of Work:

1. To review existing PAHO blueprint on comprehensive care for Gay and MSM at risk groups and to adapt such guidelines and recommendations to our national scenario.
2. To develop a plan and recommend which tools are to be printed (brochure, pamphlets, algorithms etc.) for the HCW s who will be Trained to carry out these guidelines locally.

3. To develop and propose a time frame for the revision, updating and adaptation of these core recommendations for sensitization and capacity building of HCWs.

Topics in scope of work:

- MSM Health Determinants
- MSM Health Challenges
- MSM Self-Care and Health-Seeking Behaviors
- Planning MSM-Inclusive Health Care Settings
- SM Service Delivery Approaches
- Management Algorithms
- First Clinical Evaluation
- HIV Risk and Infection
- Sexually Transmitted Infections
- Anorectal Health
- Substance Use and Associated Problems
- Sexual Concerns
- Emotional and Mental Health
- Consequences of Violence
- Other topics of importance

D. Expected Outputs and Deliverables

Deliverable	Estimated duration to complete	Target due dates	Review and Approvals Required
Draft of a National Comprehensive training tool kit and on a comprehensive care of services for Gay and MSM populations in Belize based on the PAHO Blueprint.	7 days	7 days after signing of contract	MoH TB Coordinator, DHS, UNDP
Final National Comprehensive training tool kit and workplan for building capacity in Health Care Workers(HCW) on the comprehensive care of gay and MSM in Belize.	3 days	10 days after signing of contract	MoH TB Coordinator, DHS, UNDP
Undertake sensitization session of all stakeholders on the updated and revised comprehensive care core guidelines for gay and MSM population for HCP.	1 Days	14 days after signing of contract	MoH TB Coordinator, DHS, UNDP

E. Institutional Arrangements

Work setting:

Location the consultant will be based at the Ministry of Health headquarters in Belmopan

Working relationships – The consultant will report directly to The National Global Fund project Coordinator from the Ministry of Health and HIV/TB/STIs Director.

Deliverables of consultancy - All deliverables must be met within a period not exceeding 45 days from the signing of the contract

F. Duration of Work

14 Working days, as per deliverable table in section D.

G. Qualifications & Experience:

A national consultant who is skilled and knowledgeable in HIV/STIs and has worked with at risk groups who will carry out the revision, adaptation , training of the PAHO blueprint on comprehensive care and management of gay and MSM for HCWs in Belize. Applicants must possess:

- Master's degree in Public Health, Sexual and Reproductive Health or any other related area of study.
- Experience in developing and revision of training manuals
- At least three years' experience working with at risk groups in HIV prevention, and care and treatment in Belize
- Knowledge of and/or practical experience in the area of organization and delivery of training programs in the field of HIV/AIDS, would be an asset.
- Excellent communication skills, being fluent in English

H. Scope of Price Proposal and Schedule of payment

Deliverable	Estimated duration to complete	Target due dates	Payment Schedule
Draft of a National Comprehensive training tool kit and on a comprehensive care of services for Gay and MSM populations in Belize based on the PAHO Blueprint.	7 WD	7 days after signing of contract	50%
Final National Comprehensive training tool kit and workplan for building capacity in Health Care Workers(HCW) on the comprehensive care of gay and MSM in Belize.	3 WD	10 days after signing of contract	30%
Undertake sensitization session of all stakeholders on the updated and revised comprehensive care core guidelines for gay and MSM population for HCP.	1 WD	14 days after signing of contract	20%

I. Presentation of Offer

The presentation of Offer to be submitted along with the following:

- a) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;

- b) **Personal CV or P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least two (2) professional references;
- c) **Brief description** of why the individual considers him/herself as the most suitable for the assignment, and a methodology, on how they will approach and complete the assignment.
- d) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided.

J. Criteria for Selection of the Best Offer

The successful proposal will be selected based on the following criteria:

Combined Scoring method – where the qualifications and methodology will be weighted a max. of 70%, and Combined with the price offer which will be weighted a max of 30%