

Terms of Reference
Lead Consultant- Regional Resource Centre for NE States

Name of Division	Regional Resource Centre for North East States.
Reporting to	Director, RRC-NE, Guwahati, Assam
Name of Position	Lead Consultant, Regional Resource Centre for NE States
Number of position	One
Location	RRCNE, Guwahati

1. NHSRC is seeking applications from eligible candidates for the position of Lead Consultant for its branch office – Regional Resource Centre for North Eastern States (RRC-NE) at Guwahati, Assam.

2. **Background**

2.1. National Health Mission (NHM) is the umbrella programme of the Ministry of Health & Family Welfare, Govt. of India to provide universal access to equitable, affordable and quality health care which is accountable at the same time responsive to the needs of the people, reduction of child and maternal deaths as well as population stabilization, gender and demographic balance.

3. **Objective**

3.1. As a Lead Consultant of Regional Resource Centre for NE States, the objective of the position would be to provide Techno-managerial support to the North-Eastern States with holistic approach on technical planning, review and programme management at State level for implementation of NHM activities.

4. **Scope of Work**

4.1. **Key Responsibilities**

- 4.1.1. Provide techno managerial assistance to Director, RRC-NE to cover the entire programmes under NHM of NE States with a holistic approach.
- 4.1.2. Oversee the allocated divisional activities of RRC, NE and guide Sr. Consultants (Divisional I/Cs) to prepare Situational Analysis on various aspects of the Health Sector related implementational bottle necks and probable solutions in the field.
- 4.1.3. Based on the information through Health Management Information System (HMIS)/MCTS/other data bases, field visits reports, etc. gaps identified at various levels to have a definite roadmap especially in reference to the operationalizing of FRUs, 24x7 PHCs and full commissioning of Health & Wellness Centres vis-a-vis Continuum of Care in the North-East States with more focus in the identified aspirational districts/ blocks.
- 4.1.4. Support to the States in building capacities for operationalizing secondary care services – DHAP, DH strengthening, MCH services, support & dissemination of guidelines related to secondary care.
- 4.1.5. Capacity building of States and the service providers, including wider stake holders, monitoring of implementation status of NUHM in North East States.
- 4.1.6. Facilitate the NE states in drafting MoAs, MoUs and RFPs; development and implementation of proposals/strategies derived from the situational analysis.
- 4.1.7. Frequent, periodic field visits, assisting states in the development of policy and in choice as relates to public health. Regular follow up with State Governments on the progress made to fill up the gaps.
- 4.1.8. Miscellaneous – PIPs, technical Inputs, Supportive supervision, participatory planning process, etc.
- 4.1.9. Undertake such other assignments, which may be assigned by from time to time.

5. **Output**

- 5.1. Timely accomplishment of task and responsibilities and regular reporting to the Director, RRCNE at the end of every month

6. **Qualifications and experience**

A Medical graduate (MBBS) with Post graduate degree/diploma in Public Health Management / Preventive & Social Medicine/Hospital Health Care Management or any postgraduate medical qualification with minimum of 10 (Ten) years of working experiences, out of which minimum 5 (Five) years relevant experience in the field of public healthcare delivery System/Public Health Acts and regulations/strengthening of health care services delivery through Technology based interventions along with familiarity with relevant Government policies, strategies, challenges, functioning of National Health Mission and or State Health & Family Welfare Societies' activities and related implementational bottle necks in the field.

7. **Travel and subsistence – As per NHSRC/RRC-NE norms**

The Lead Consultant should be ready to travel extensively to State/District/Block/village levels. All travels must be authorized in advance by Director, RRC-NE. The Lead Consultant shall be reimbursed for travel as per NHSRC rules.

8. **Reporting Requirements**

The Lead Consultant will submit monthly/applicable updated report to the Director, RRC-NE.

9. **Workstation:**

The workstation of Lead Consultant is at RRC, NE, Guwahati. However, s/he may be required to be relocated at any of the stations in any NE States on requirement of organization.

10. **Consultancy Period and Consultancy fees**

Initially, it will be till **31st March 2025**. The first 3 months will be on probation. Subject to satisfactory performance, the consultancy will continue for the full tenure. The consultancy can be terminated by either part giving a notice of one month in writing.

The Lead Consultant will be paid a consolidated monthly fee as per NHSRC HR policy (**ranging from Rs.1,30,000/- to Rs.1,70,000/-**). The Lead Consultant shall not be entitled to any other benefits, payments, subsidy, compensation or pension except as expressly provided in the agreement. The Lead consultant shall not be exempt from taxation and shall not be entitled to reimbursement of any taxes which may be levied as per existing rules on the remuneration received.

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

11. **Age Limit: Not above 60 years (as on last date of receiving of applications).**

Note: Short listing shall be done based on relevant experience and

educational qualification. However, educational qualification & age may be relaxed for experienced candidates working in the relevant field. Only shortlisted candidates shall be informed and called for the interview.

- 12. Other benefits:** In addition to the remuneration mentioned above, Consultants of NHSRC are entitled to Free Accidental insurance, Subsidized Medical insurance, Mobile bills reimbursement, Laptop reimbursement (As per NHSRC Policy), 30 days Consolidated leave, fully paid Maternity leave (For Female Consultants) as per Government of India policy, performance linked increments, TA/DA and per diem for on-duty visits.

How to apply: Candidates are requested to fill the online application correctly which is available on the NHSRC website (<http://nhsrcindia.org>). Applications will be accepted in the prescribed online application format only. Last date for receiving applications is **16th May 2023**.

Note:

- 1. Please mention the full form of all the post graduate qualifications in the application form to avoid rejection.***
- 2. Please refrain from using abbreviations in the application form.***