CONSULTANCY

Initial Terms of Reference

This consultancy is requested by:
Unit: Patient Safety and Risk Management (PSU)
Department: Service Delivery and Safety (SDS)

1. Purpose of the Consultancy
The purpose of this consultancy is to provide technical support in the implementation of the WHO Global Patient Safety Challenge: *Medication Without Harm*, including developing evidence-based tools, advocacy materials, policy briefs, tools, campaign and promotional materials; and support the organization of the regional and national launch events of the Challenge, following on from the Global Launch in 2017.

2. Background
Unsafe medication and medication error are a leading cause of avoidable harm in healthcare systems across the world. The scale and nature of this harm differs between high-, middle-, and low-income settings. Globally, the cost associated with medication errors has been estimated as $42 billion annually. This is almost 1% of total health expenditure. Medication errors occur when human and systems factors interact with the processes of prescribing, dispensing, and administering drugs. They can, and do, cause severe harm, disability, and death. There are risks at all stages of the medication process. It is important that their scope is explained, that level of awareness about them is raised, and that action is taken to protect patients from harm. Many side effects and adverse reactions are known about, and some of them can be reduced by careful clinical use of medicines. In contrast all medication errors are potentially avoidable.

To address the global problems of unsafe medication practices, WHO launched the Global Patient Safety Challenge: *Medication Without Harm*, with the overall goal to “Reduce the avoidable harm by unsafe medications by 50% worldwide over the next five years”. The Challenge addresses harm from medications from both adverse drug reactions and medication errors. WHO Global Patient Safety Challenge: *Medication Without Harm* is a joint initiative of Departments of Service Delivery and Safety (SDS) and Essential Medicines and Health Products (EMP).

3. Planned timelines (subject to confirmation)
Start date: 12/03/2018
End date: 30/06/2018

4. Work to be performed
Output 1: Launch events of the Challenge organized
Deliverable 1.1: Liaise with focal points at regional level to plan organization of the regional launch events
Deliverable 1.2: Liaise with country focal points and plan organization of the country launch events in consultation with regional focal points
Deliverable 1.3: Support organization of the launches at regional and country level

Output 2: The implementation plan of the Challenge, policy brief and guidance documents developed
Deliverable 2.1: Contribute to the finalization of the implementation plan
Deliverable 2.2: Contribute to the development of policy briefs to support implementation of the Challenge in collaboration with key stakeholders and disseminate

Deliverable 2.3: Support the development of guidance on medication safety and specific clinical risk areas, in collaboration with international organizations and experts

Output 3: Medication Safety subgroup of the WHO Global Patient Safety Network functional

Deliverable 3.1: Activate Medication Safety subgroup of the WHO Global Patient Safety Network

Deliverable 3.2: Identify, engage and invite key stakeholders to join the Medication Safety subgroup

Output 4: Strategy on research priorities in Medication Safety finalized

Deliverable 4.1: Liaise with key stakeholders to analyse the results of a consultative process

Deliverable 4.2: Contribute to the finalization and dissemination of the strategy on research priority in medication safety through the existing networks/platforms

5. Technical Supervision

The selected Consultant will work on the supervision of:

<table>
<thead>
<tr>
<th>First level supervision</th>
<th>Dr Neelam D ringra-Kumar Coordinator/PSU</th>
<th>Email: <a href="mailto:dhingran@who.int">dhingran@who.int</a></th>
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</thead>
<tbody>
<tr>
<td>Second level supervision</td>
<td>Dr Edward Kelley, Director, SDS</td>
<td>Emails: <a href="mailto:kelleye@who.int">kelleye@who.int</a></td>
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6. Specific requirements

Qualifications required:

University degree (bachelors) in health sciences, patient safety, medication safety, pharmacy, clinical pharmacology or public health.

Experience required:

Essential:
A minimum of 1-2 years in patient safety, pharmacy, clinical pharmacology or public health, health-care service systems or health related position, of which at least 6 months to one year experience in developing or managing initiatives, programmes, collaborations or relations with external stakeholders; experience in management of patient safety or medication safety, programme or activities in national or international settings; experience in managing international networks; experience of working with low- and middle-income countries; developing and maintaining websites, which including producing well-written articles or documents, requiring excellent verbal and written communication skills.

Desirable:
Knowledge of or experience in working with NGOs.
Knowledge of or experience in project/programme development and management.
Skills in research management.

Skills / Technical skills and knowledge:

Good knowledge of global health issues, epidemiological trends and burden of disease of unsafe medication practices with in-depth knowledge of issues related to safety, quality and medication use process. Good knowledge of and experience in engaging a diverse group of stakeholders, including professional networks. A good communicator, negotiator and able to make judgments using available evidence. Proven ability in convening or facilitating events at national and international levels. Ability to manage, work within and contribute to a team.

Language requirements:
English (Read-Write-Speak/Expert)
7. **Place of assignment**  
Geneva

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

9. **Travel**  
The Consultant may be expected to travel according to the needs of the project. The exact itinerary and estimated schedule will be discussed to identify the agreed dates and times:

*All travel arrangements will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on mission under the terms of this consultancy, the Consultant will receive **subsistence allowance**.*

Visas requirements: *it is the consultant’s responsibility to fulfil visa **requirements** and ask for visa support letter(s) if needed.*