

CALL FOR PROPOSALS

Technical Assistance for the Revision of Barangay Health Worker's (BHW) Reference Manual and Development of Online Training Modules



**World Health
Organization**

Representative Office
for the Philippines

1. Summary

The World Health Organization (WHO) Philippines is searching for an institutional partner to provide technical assistance for the Revision of Barangay Health Worker's (BHW) Reference Manual and Development of Online Training Modules. The proposals are due by 31 May 2021.

Background

Pursuant to the role of the Department of Health to provide information and opportunities for training, education and career enrichment programs of the Barangay Health Workers as mandated by the Implementing Rules and Regulations (IRR) of the Republic Act (RA) 7883 or "The Barangay Health Workers' Benefits and Incentives Act of 1995", the Bureau of Local Health Systems Development (BLHSD) together with the Health Human Resource Development Bureau (HHRDB) developed the BHW Reference Manual and Pocket Handbook in 2015. The objective of the manual was to provide the BHWs a simple but comprehensive tool that contains the basic information of DOH health programs and the expected functions of the BHWs as community volunteers on primary health care.

For more than seven years from its release, the manual has served as the principal source of information and guide of the BHWs. However, recent developments make it necessary to update the manual. Not only are there new guidelines and protocols of DOH health programs, but the implementation of the Universal Health Care (UHC) Act of 2019 and the onset of the COVID-19 pandemic opened the eyes on how much more the BHWs can contribute in the establishment of a productive, resilient, equitable and people-centered health system.

The BLHSD, in coordination of HHRDB and the Health Promotion Bureau (HPB), seeks the assistance of the World Health Organization Philippine Country Office to support the revision of the BHW Reference Manual and the development of training manuals and e-learning modules.

Purpose

The overall objective of this technical assistance is to develop training manuals and online modules that will enhance the capacities of the BHWs to achieve the goals of UHC.

Specifically, this technical assistance aims to:

- 1.) Identify the revised or additional roles of BHWs based on the UHC Act and the corresponding required competencies to enable them to perform these roles;
- 2.) Revised and update the BHW Reference Manual based on the UHC-related competencies identified and the existing competencies prescribed by DOH and Technical Education and Skills Development Authority (TESDA) under Training Regulation for Barangay Health Services National Certification II (TR on BHS NCII), and develop into:
 - a. BHW Training Manual (end users: BHWs)
 - b. BHW Facilitator's Manual (end user: health officers / BHW Coordinators)

3.) Repackage the BHW Training Manual into online modules to be uploaded into the DOH Academy eLearning platform.

2. Timeline

The implementation timeline for the project is from **10 June 2021 to 15 November 2021**.

3. Place of Assignment

Manila, Philippines

4. Scope of Work

In coordination with WHO Philippines and Department of Health, BLHSD, HHRDB and HPB, the selected contractual partner shall perform the following activities:

Output 1. Inception Report and Detailed Work Plan

Deliverable 1.1: Submit an inception report and work plan that contains the following: Background and Objectives; Methodology; Outputs/deliverables; and Timeline

Output 2. Roles of the BHWs in UHC

Deliverable 2.1: Review international and national policies related to the role of BHWs (or its equivalent) in UHC (e.g. RA 11223, RA 7883, DOH policies on primary care and UHC, TR for BHS NC II, HRH Master Plan, Manual of Standards for Primary Care Facilities, COVID-19 issuances and other relevant laws, policies, and guidelines);

Deliverable 2.2: Consult DOH Central Office, CHDs, Ministry of Health Bangsamoro Autonomous Region for Muslim Mindanao (MOH BARMM), and identified LGUs and selected BHWs for the roles of BHWs.

Deliverable 2.3: Conduct study on the roles of BHWs in the primary care team in various settings (e.g. NCR, GIDA, rural).

Deliverable 2.4: Finalize roles of the BHWs.

Output 3. Primary Care Training Manuals for BHWs and the Facilitators

Deliverable 3.1: Review international and local BHW or community health worker primary care training models;

Deliverable 3.2: Perform desk review of the 2015 BHW Reference Manual, TR for BHS NC II of TESDA, Local Government Academy modules, and the consolidated inputs from the DOH CO program managers;

Deliverable 3.3: Consult DOH bureaus and CHDs, MOH BARMM, DILG, LGUs and other NGOs;

Deliverable 3.4: Conduct site visits to at least 1 city and 1 rural area for focused group discussion with BHWs and local health office staff;

Deliverable 3.5: Revise the BHW Reference Manual into BHW Primary Care Training Manual

Deliverable 3.6: Develop the BHW Primary Care Facilitator's Manual

Deliverable 3.7: Pilot test the manuals in identified LGUs (at least 1 city, and 1 rural)

Deliverable 3.8: Finalize the Training Manuals

Output 4. Online Modules for BHW Primary Care Training

Deliverable 4.1: Develop the learning design for the online modules to supplement the BHW Primary Care Training Manual.

Deliverable 4.2: Develop the concept and technical design for the said modules.

Deliverable 4.3: Create the scripts, spiels of the resource persons and storyboard of the video including references.

Deliverable 4.4: Coordinate with different resource persons for the development of the online modules

Deliverable 4.5: Create the online modules

Deliverable 4.6: Finalize the online modules and do a pilot test

5. Qualifications

The institution's members must fulfil the following qualifications:

Education and Certifications

- Master's degree in Public Health / Community Health / Health Systems / Public Management or other related fields from a recognized university

Work Experience

- At least minimum seven (7) years of relevant professional experience in the field of public health / health systems development and strengthening.
- At least minimum seven (7) years of experience in implementing health programs at the level of the community, and preferably have worked in the past with community health workers or volunteers in the LGU
- Previous engagement in DOH and other government agencies in developing manuals and online modules
- The current workload will not hinder the progress of the engagement

Technical skills and knowledge:

- Knowledge in RA 7883, RA 11223 and related issuances
- Knowledge in international and local BHW (or community health worker) program
- Knowledge in the primary care services at the community
- Knowledge and skills in training processes and methodologies and use of online platforms for learning

Language

- Excellent communication and writing skills in English and has a thorough understanding and vocabulary in the field of health, training, and community development.

In addition, the institution and its members shall have no involvement, in any form, in drugs, arms dealing, alcohol industry, or human trafficking.

6. Contract Time

The work to be done under this contract shall be the Revision of Barangay Health Worker's (BHW) Reference Manual and Development of Online Training Modules as set out in the Terms of Reference. The contract will be completed in not more than 5 months from the commencement of the Work, or otherwise as agreed in writing among the Owner and the Contractor. The work shall be done in strict compliance with the Contract, Specifications, Schedules, and all other Contract documents and all

Instructions. Failure to do so shall be at the Contractor's risk and account. Submission of Bid by the Contractor shall constitute acknowledgement by the Contractor that it is aware of and concurs with all of the requirements or conditions incorporated in the Call for Proposal and the other documents.

As time is an essential element of this Contract, for failure to complete all work within the stipulated as set out in the Terms of Reference, the Owner shall charge the Contractor liquidated damages. This shall be in the amount the sum of 0.5% of the total contract amount per day (Saturdays, Sundays and holidays are included) but not to exceed on total 10% (ten percent) of the contract amount. These liquidated damages shall be for the added cost incurred by the Owner for such delay and also for the inconvenience caused to the users of the Work. It is understood that this is not a penalty but a fixed sum representing the liquidated damages for each calendar day of the delay. Delay shall be counted from the agreed completion date, considering further time extensions approved by the Owner, to the date of completion of work.

7. Other Requirements

N/A

8. Submission Requirements

Interested institutions should submit electronic copies of the following:

- Cover letter
- Proposal with financial details and proposed timeline
- Company profile and qualifications of team members

Address all cover letters and proposals to:

Dr Rabindra Abeyasinghe

WHO Representative to the Philippines

Ground Floor, Building 3, Department of Health San Lazaro Compound

Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the cover letters and proposals with the title **Technical Assistance on the Revision of Barangay Health Worker's (BHW) Reference Manual and Development of Online Training Modules** to Mrs Ying Chen (cheny@who.int) and wpplwr@who.int Only shortlisted applicants will be contacted by WHO Philippines.

Deadline of submission of application is on **31 May 2021**.