Terms of reference: Evaluation of workforce development and training within the East Asia Vision Program (EAVP)

Funded by the Australian Government’s East Asia Avoidable Blindness Initiative

Introduction
Around 285 million people have a vision impairment, 39 million of whom are blind. It is estimated that in the developing world 80 per cent of all blindness and vision impairment is avoidable or treatable. Vision impairment remains an important problem in the Asia region with it affecting 2.8 per cent of adults over age 50 years in Cambodia, 3.1 per cent in Vietnam, and 6.2 per cent of adults over age 40 years in Timor Leste. Vision impairment also plays a large role in the loss of productivity, not only through those affected, but also via family members who care for those affected.

It is estimated that in the developing world 80 per cent of all blindness and vision impairment is avoidable or treatable but that current capacity to diagnose and treat preventable conditions is insufficient to cope with backlog of untreated cases together with annual incidence of new cases.

Vision 2020 Australia is part of VISION 2020: The Right to Sight, a global initiative of the World Health Organisation and the International Agency for the Prevention of Blindness. The Vision 2020 vision is of a world in which no one is needlessly blind and where those with unavoidable vision loss can achieve their full potential. The VISION 2020 initiative is working towards this through strengthening of national health-care systems and facilitating national capacity-building.

Background
Established in 2009, the Vision 2020 Australia Global Consortium brings together a group of six Australian eye health and vision care organisations with significant experience delivering quality eye health programs in Asia and the Pacific. The Consortium members work in partnership with governments, local health services and civil society organisations. By coordinating expertise and resources, as a Consortium we are able to deliver better aid outcomes on the ground. Members also work together to harmonise efforts and align with partner government priorities, as well as closely collaborating with the International Agency for the Prevention of Blindness Western Pacific Region (IAPB WPR).

The East Asia Vision Program (EAVP) is a three year program (2013-16) funded through the Australian Government’s East Asia Avoidable Blindness Initiative (ABI). The EAVP works in partnership with government health services in Vietnam, Cambodia and Timor Leste to strengthen health systems and services to provide integrated, equitable and sustainable eye health care.

The Consortium agencies currently partnering in implementation of the EAVP are:
- Brien Holden Vision Institute (BHVI)
- CBM Australia
- The Fred Hollows Foundation (FHF)
- The Royal Australasian College of Surgeons (RACS)
- The Royal Australian and New Zealand College of Ophthalmologists (RANZCO).

**Program description**
The EAVP design built on the findings of an Independent Program Review (IPR) conducted on the first phase ABI funding for the Consortium (2009-2012). The review identified the need to increase focus on the integration of eye health and vision care services into the health system to enable sustainable management of investments already provided. This would also support scale up and access to services over the longer term.

The design concept identified four key components to achieve this change:
1. Governance and policy at a national and sub-national level
2. Health workforce
3. Service delivery models and standards
4. Information and data on needs and services.

The program design framework is made up of:

<table>
<thead>
<tr>
<th>Program Goal</th>
<th>To reduce avoidable blindness and low vision amongst the poor, the vulnerable, and people with disability in East Asia.</th>
</tr>
</thead>
<tbody>
<tr>
<td>End of Project Outcome</td>
<td>Improved capacity of the eye health program to scale up delivery of eye health and vision care services through the broader health system.</td>
</tr>
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</table>

**EAVP Program Objectives**

<table>
<thead>
<tr>
<th>Objective 1:</th>
<th>Improved capacity of national and sub-national level health agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective 2:</td>
<td>Increased quality and capacity of training institutions</td>
</tr>
<tr>
<td>Objective 3:</td>
<td>Improved standards and policy framework for delivery of quality eye health</td>
</tr>
<tr>
<td>Objective 4:</td>
<td>Improved data capacity</td>
</tr>
</tbody>
</table>

**Objectives and scope of the review**
The EAVP activities are due to complete in February 2016. The Consortium members have identified workforce development: achievements and best practice as the focus for the program, evaluation.

Using the EAVP design and monitoring and evaluation framework the evaluators will identify the progress and effectiveness of eye health workforce development and training activities. Analysis will be conducted through a lens of global best practice for health workforce development and training. This analysis should include how gender and disability has been considered in the design and implementation of eye health workforce development and training initiatives.

**There are two primary objectives for the review.**
1. To evaluate how the EAVP is progressing to achieve the expected outcomes and objectives related to workforce development
2. To review how the EAVP has utilised best practice workforce development and training for improved sustainable eye health services

The results of the evaluative review should consider:

- Extent to which the EAVP has or will achieve all of the workforce development objectives and outcomes outlined in the design
- Consideration of how workforce development was integrated in the EAVP design and make recommendations for future program designs
- Consider the relevance and effectiveness of the EAVP work force development activities on all program components
- Consider to what extent the EAVP’s workforce development activities will be sustainable¹
- Recommendations for future sustainable eye health workforce development and training initiatives including gender equity considerations.
- Identify ways the EAVP and/or the global consortium could strengthen HWD in eye health programming.

Limitations of the review:

- **Program implementation status:** The evaluation is scheduled to take place during the last months of the project and some activities will not yet be completed. Expected outcomes will need to be assessed based on progress to date and projected impact once activity is completed.
- **Timing:** Consideration of how to ensure full participation and consultation around major holidays in the different countries involved in the EAVP is necessary (for example, Christmas in Australia and Timor Leste and Tet in Vietnam). The draft schedule included in the TOR has tried to incorporate these factors. Close coordination with the program teams in Australia and in-country will be required as there time available to complete the in-country consultations is limited.

**Methodology**

The evaluation will involve:

- Desk review of EAVP design and outcomes data, particularly HWD data and outcomes to date
- Consultation with V2020 EAVP program manager & M&E consultant
- Individual stakeholder consultations in Vietnam, Cambodia and Timor and
- Facilitate workforce development and training reflection sessions as part of the end of program consultation workshops with key program stakeholders and consortium members in Cambodia, Vietnam and Timor Leste.

Interpreters/translation services will be made available by the Consortium members as/if required.

**Specification of the team**

The consultancy is open to both individual and a team of experienced consultants.

¹ For this evaluation, sustainability refers primarily to institutional ownership and commitment to eye health sector strengthening with a focus on work force development and engagement for quality and accessible eye health services.
Should a team be proposed please include details of each team members expertise and role in the evaluation. Resumes for all team members should be included as Annexes to the submitted Expression of Interest (EOI).

**Indicative timeline**
The consultancy is to be completed within the period 1 October 2015 - 28 February 2016. The following is a schedule identifying dates for when tasks are required to be completed. The final detailed schedule will be negotiated with the successful consultant/team.

<table>
<thead>
<tr>
<th>Task description</th>
<th>Expected completion date/period</th>
</tr>
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<tbody>
<tr>
<td>Input into team preparation guide</td>
<td>Early August</td>
</tr>
<tr>
<td>Preparation and literature review</td>
<td>1 October - 30 October</td>
</tr>
<tr>
<td>Development of draft tools and evaluation assessment framework and detailed plan for review</td>
<td>1 November 2015 - 15 January 2016</td>
</tr>
<tr>
<td>Finalisation of analysis tools and plan</td>
<td></td>
</tr>
<tr>
<td>Implementation of evaluation activities/consultations (including in-country consultation workshop session)</td>
<td>Draft circulated no later than 1 Feb 2016 (Note: must be available in time for Vietnam teams to provide input prior to Tet holiday)</td>
</tr>
<tr>
<td>Analysis and write up of draft</td>
<td>Final report to be approved no later than 26 Feb 2016</td>
</tr>
<tr>
<td>Revisions to draft</td>
<td></td>
</tr>
<tr>
<td>Develop PowerPoint presentation of summary findings</td>
<td>Final to be approved no later than 26 Feb 2016</td>
</tr>
</tbody>
</table>

**Deliverables**

<table>
<thead>
<tr>
<th>Output 1</th>
<th>Finalisation of evaluation tools</th>
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<tbody>
<tr>
<td>Output 2</td>
<td>Support facilitation of in-country reflection workshops</td>
</tr>
<tr>
<td>Output 2</td>
<td>Summary of draft findings and structure for report</td>
</tr>
<tr>
<td>Output 3</td>
<td>Draft report circulated for comment</td>
</tr>
<tr>
<td>Output 4</td>
<td>Final report and presentation/slides approved</td>
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</table>

**Management and Reporting Arrangements**
The consultant will report to the Global Consortium Program Manager and will work in coordination with the Consortium Monitoring and Evaluation consultant.

**Confidentiality**
All discussions and documents relating to this Terms of Reference (ToR) will be treated as confidential by the parties.
**Insurance**
Any consultants involved in this evaluation will be required to have in place insurance arrangements appropriate to provision of the requirements in this ToR including travel insurance.

Please note that any vaccinations required for potential international travel are the responsibility of the consultant.

**Remuneration**
Please include your rates and costing for the deliverables outlined in the EOI.

Indicative schedule for remuneration (to be negotiated prior to finalising the contract) will be based on achievement of the following outputs:
- Output 1: 10% of total consulting fee
- Output 2: 30% of total consulting fee
- Output 3: 30% of total consulting fee
- Output 4: 30% of total consulting fee

Travel costs associated with the work are to be invoiced separately together with receipts/proof of purchase documentation. Travel costs may include flights, accommodation, meals and some incidentals.

**Other**
The Vision 2020 Australia Global Consortium members strongly condemn all forms of child abuse and categorically state that it is unacceptable in any circumstance. The Consortium members are committed to ensuring a safe environment and culture for all children with whom we come in contact during the course of our work. All members of the Review Team will be required to comply with the Vision 2020 Australia Child Protection Policy and sign the Child Protection Code of Conduct. It is also important for all consultants undertaking field work to have undertaken a Working with Children's Check.

**Expression of Interest**
Please submit an expression of interest outlining your expected total cost (including travel) to complete the Terms of Reference deliverables. The EOI should be no longer than 2 pages and include CV of key team members as attachments.

As a guide for preparing your expression of interest we estimate that:
- It is expected that in-country consultations will be for approximately 5-10 working days per country (inclusive of the program consultation workshop).
- Approximate time for finalising the report is 15 days including revisions.
- Approximate time for tool preparation and literature review is 10 days.

Please note that the number of days provided above are reasonably flexible and are given to assist with preparation of an expression of interest only.

Please contact Nami Nelson - Global Consortium Program Manager with any questions about this TOR (nnelson@vision2020australia.org.au).

Expressions of Interest received will be reviewed on an ongoing basis between 3 June - 10 July. It is recommended that interested applicants apply as soon as possible.