

Terms of Reference

Results-Based Financing for Health Impact Evaluation
[Country] Evaluation Team

Qualitative Research Principal Investigator

January 2011

PURPOSE OF THIS CONSULTANCY

The purpose of this consultancy is to design and oversee all aspects of the qualitative research components of the prospective, rigorous impact evaluation of a Results-Based Financing for Health program in [Country].

HEALTH RESULTS INNOVATION TRUST FUND (HRITF) BACKGROUND

The objective of the HRITF is to design and implement sustainable Results-Based Financing (RBF) pilot programs that cost-effectively improve maternal and child health outcomes (i.e MDGs 4 & 5). The hypothesis is that RBF can be used to increase access to appropriate medical care, improve the quality of medical care, and encourage individuals to adopt health-improving behaviors.

The HRITF is financing RBF pilot interventions - both supply-side (provider payment schemes, contracting out) and demand-side (conditional cash transfers). A central element of the HRITF is to learn about and document the extent to which RBF policies are effective, are operationally feasible, and in what circumstances. As such, rigorous evaluation of all HRBF programs is essential for generating new knowledge that can inform governments and partners to effectively design and use RBF mechanisms. The eventual learning objective is not only to assess the impact of the RBF intervention(s) in [Country], but also to compare these impacts across the other countries with similar interventions, and to be able to provide externally valid advice on the feasibility and effectiveness of these approaches to other countries.

[Country] is seeking a Qualitative Research Principal Investigator (PI) to lead the design, implementation and analysis of all aspects of the qualitative research component of the impact evaluation. The Qualitative Research PI will collaborate with the country PI, the country Task Team Leader (TTL) and project team, and key country counterparts (e.g. Government and survey firm) to meet the objectives of the qualitative research component.

SCOPE OF WORK

The assignment includes the following tasks:

Develop an Qualitative Research Protocol

In consultation with the Impact Evaluation Principal Investigator, the consultant will develop the Research Protocol for the [Country] Qualitative Research Component. This will include the following details:

- Research questions
- Methodology
- Sampling plan and size
 - Identify the target population (at the facility, provider and household levels) for the qualitative research, and the sampling frame to be used
 - Demonstrate that the planned sampling frame is integrated with, and representative of project intervention areas that are to be evaluated and controlled
- Analysis Plan
- Protection of Respondent Confidentiality
- Budget for data collection and analysis
- Informed consent forms
- Time line (Gantt Chart)

In addition, with the Impact Evaluation Principal Investigator, the consultant will be required to obtain ethical clearance for the qualitative research component.

Identify and Contract a local Qualitative Research team

The Qualitative Research PI will support the [Country] RBF Impact Evaluation PI and TTL to recruit and contract the qualitative research team(s) required to complete data collection and entry activities. This includes:

- Draft/Adapt TOR for qualitative research team
- Review technical and financial proposals
- Provide recommendations on preferred applicant(s)
- Negotiate and recommend detailed budget(s)

Develop Qualitative Research Tools

Together with the Impact Evaluation PI, identify key outcomes indicators and other variables that will be measured as part of the qualitative component. This will include individual, household, community, facility and programmatic indicators. It will also include defining the data sources and methods of collection and preferred measurement methods. This will include:

- Together with the Impact Evaluation Principal Investigator, identify proper methodology (semi-structured interview, focus groups) and develop data collection instrument(s) to conduct the qualitative research.
- The instrument(s) should be tailored for specific samples (facility, provider and household levels)
- Oversee pretest of the instrument(s)
- Review questionnaire(s) with project team and key stakeholders to ensure cultural and policy relevance
- Finalize questionnaire based on feedback from pretest and stakeholders

Manage Qualitative Research Preparation and Implementation Activities

The Qualitative Research PI will oversee all activities related to preparation and implementation of the impact evaluation, including:

- Developing the Field Work Plan with the local qualitative research team
- Develop necessary training materials
- Interviewer recruiting and training
- Pilot testing with field team(s)
- Ensuring interviews are taped and transcribed
- Leading and observing interviews to ensure interviewers follow research protocol

The Qualitative Research PI is responsible for ensuring data quality assurance mechanisms are in place for data collection, entry and management.

Analysis and Dissemination of Results

The Qualitative Research PI is responsible for all initial analysis and write-up of results from the qualitative research component. The final report should be presented to the project team and relevant stakeholders.

Manage Data Documentation and Storage

The Qualitative Research PI is responsible for ensuring proper, comprehensive documentation of the qualitative research activities and ensuring all data and corresponding documentation is stored on the Results-Based Financing for Health Data Catalog.

ESTIMATED LEVEL OF EFFORT

The level of effort required for these responsibilities is currently estimated at **XX** working days.

Deliverables	Expected Delivery Date	Days
1.1 Research Protocol <ul style="list-style-type: none">• As detailed above		
2.1 Qualitative Research Team TOR(s)		
2.2 Final written comments on technical and financial proposals		
3.1 Final English instruments with comments from pretest and advisory panel		
4.1 Final field work plan with survey firm		
4.2 Final training materials		
4.3 Final written summary of pilot test		
4.4 Final written description of quality control measures implemented and assessment of success		
5.1 Final report with initial analysis of results		
6.1 Final Data and Documentation uploaded on RBF for Health Data Catalog		
Total Days		

REQUIRED SKILLS/ EXPERIENCE

- PhD in relevant field, such as anthropology, health, political science or economics.

- Minimum 5 years of qualitative research experience
- Relevant experience in coordinating field work/data collection
- Relevant experience in analyzing qualitative data
- Excellent written English communication skills, with focus on research protocols, research papers and descriptive reports for diverse audience
- Ability to facilitate communication between various levels of management and work independently in order to meet deadlines
- Ideally, the country PI should have published evaluations in peer reviewed journals.

Estimated Schedule

This consultancy will run from [Date] to [Date]

Management and Logistical Support

The consultant will report directly to the [Country] Task Team leader.

Payment

The assignment will be remunerated upon delivery of the agreed outputs, at the agreed fee rate and the agreed number of days of professional fess chargeable, as per the normal procedures of the World Bank.