

Terms of Reference

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

Field Worker for Qualitative Research

January 2011

PURPOSE OF THIS CONSULTANCY

The purpose of this consultancy is to assist in the collection of qualitative data for Results-Based Financing (RBF) impact evaluation in [Country]. The field worker(s) is responsible for recruitment of participants into the study, collecting and analyzing of qualitative data under the supervision of the [Country] Qualitative Research Principal Investigator.

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 Field Worker to support all in-country aspects of the qualitative research component of the impact evaluation. The Qualitative Field Worker will work under the direct supervision of the Qualitative Research PI, and 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:

Training and Orientation

Field workers will be required to attend a training and orientation session. It is expected at the end of the training participants will:

- Be familiar with the research questions, methods to be used and protocols to be implemented
- Have a clear understanding and capacity to recruit participants for the study in an ethical manner according to the research protocol
- Have knowledge of the analytic techniques to be used to analyze the data, strategies for data protection, and management strategies to ensure participant confidentiality

Respondent Recruitment and Data Collection

Field workers will first work in the **Pre-Pilot** District with the Qualitative Research PI to refine the methods. Then in teams (2 persons per team) they will undertake qualitative data collection in **X** districts in **[Country]**. At this phase of the project field workers will be expected to:

- Work in a sensitive and respectful manner with communities and health facilities to recruit participants into the study
- Organize focus group discussions and in-depth interviews
- Ensure protocols to obtain informed consent are adhered to and can be demonstrated
- Undertake focus group discussions and in-depth interviews in English or a relevant language spoken by the field worker and the participants
- Ensure field diaries and observation protocols are completed in a timely manner immediately following the observation period
- Ensure equipment such as tape recorders are working, that there is back-up equipment, and that appropriate measures are taken to keep the data safe and back-ups are made.

Data Analysis and Results

Field workers will be responsible for:

- Transcribing the data, translating into English, and cleaning the transcript
- Working in a collaborative manner with the other field workers and the qualitative research consultant to identify themes from the data
- Contributing to the final report on the qualitative data collection phase of the project
- Contributing on an as needs basis to any peer-reviewed publications which may arise as a result of the work

Communication with Participants and Qualitative Research PI

- Work in a collaborative, respectful, sensitive manner with participants
- Maintain clear, ongoing communication with the qualitative research consultant about the progress of the data collection
 - **It is critical that the Qualitative Research PI is immediately informed of any issues that can compromise the research and/or the safety and wellbeing of the field worker**
- Participate in regular team meetings with the other field workers and qualitative research consultant

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 Training and orientation		5
2.1 Final field report on data collection		40
3.1 Final database and transcription with tapes		5
4.1 Final Report with initial results		10
5.1 (TBD) Final journal article		
Total Days		60

Commented [IE1]: In order to ensure a deliverable schedule that allows periodical payment, the reporting deliverables could be set up to monthly reports on data collection instead of a final field report.

REQUIRED SKILLS/ EXPERIENCE

- Completed as a minimum secondary schooling with demonstrated ability to read, write and speak English
- Demonstrated ability to speak at least one of the local regional languages
- Demonstrated capacity to work closely, collaboratively and productively with a research team and in an inter-sectoral capacity.
- Research experience relevant to public health in a community context, knowledge of research methodologies and associated ethical processes.
- Demonstrated experience in working with community and health workers in a sensitive and respectful manner.
- Ability to conduct qualitative data collection and analysis.

Commented [IE2]: Depending on the country and level of capacity, these can be either absolute required skills, or teams can consider training the qualitative field worker on qualitative methods, research processes, etc.

Estimated Schedule

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

Management and Logistical Support

The consultant will report directly to the **[Country]** Qualitative Research PI and 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.