

## TERMS OF REFERENCE FOR MID-TERM REVIEW

Project title: **Viet Nam Child Eye Care Project” - SIBV**

Country: **Viet Nam**

Date: **26<sup>th</sup> May 2017**

### Introduction

The Fred Hollows Foundation (The Foundation) is a secular non-profit public health organisation based in Australia, which was founded in 1992 by eminent eye surgeon Professor Fred Hollows. The Foundation focuses on strengthening eye health systems and the treatment and prevention of avoidable blindness caused by Cataract, Trachoma, Diabetic Retinopathy, and Refractive Error. The Foundation operates in more than 20 countries across Australia, The Pacific, South and South East Asia, and Africa. The Foundation was named The Australian Charity of the Year 2013 in the inaugural Australian Charity Awards.

The Foundation began working in Vietnam in 1992. Today it is one of the leading eye care international non-governmental organisations (INGO) in the country, and works in partnership with the Government, the Vietnam National Institute of Ophthalmology (VNIO), the International Agency for Prevention of Blindness (IAPB), the World Health Organisation (WHO), the Australian government aid program, Seeing is believing (SiB), Standard Chartered Bank (SCB), medical universities, and more than 20 provincial eye care service providers. The Foundation has played a major role in increasing the in-country cataract surgery rate from nearly 900 per million people per year in 1993 to 2,395 in 2013, and has also contributed to developing a comprehensive eye care (CEC) model. The Foundation in Vietnam is increasingly working with children, addressing the major causes of visual impairment in this group, including refractive error (RE).

### Project background

Uncorrected refractive error, particularly myopia, among secondary school children in Viet Nam is a major public health problem<sup>1</sup>. Visual impairment, especially the increasing uncorrected refractive errors, impacts a child’s development and can result in delayed learning and low rates of educational attainment. However, school eye health is currently not a focus and less invested in the existing school health program.

The current project which named “**Viet Nam Child Eye Care Project” - SIBV** (the project) was developed by The Foundation in Viet Nam (FHFVN) and its partners to raise that important issue to policy makers, local authorities and community including school children and parents. The project was based on high impact and effectiveness of the models learned from The Seeing is Believing – Phase 4 (SiB4), the School Vision Screening Program in Cambodia, and other Eye Care Non-Government Organizations. It was approved and funded by The Standard Chartered, through the Seeing is Believing – phase 5.

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<sup>1</sup> Research by BHVI on prevalence of visual impairment and refractive error in schoolchildren in Ba Ria - Vung Tau, Viet Nam, 2013



The project, with the total budget of US\$ 1,242,872 (80% from the SiB and 20% from FHF) through The Seeing is Believing program will be co-implemented from January 2016 to December 2018, by the General Department of Preventive Medicine (GDPM) of the Ministry of Health and the Department of Student Affairs (DSA) – an Agency of Ministry of Education and Training, and Provincial Departments of Education and Training of Hai Duong, Da Nang and Tien Giang. The implementers will work in partnership with the health sectors at ministry and provincial levels to build up a guideline for implementation of school eye health, based on lesson learnt through piloting the school eye health program in Hai Duong, Da Nang and Tien Giang.

All activities of this project are fully aligned with Vision 2020 goals and Vietnam's national PBL strategic plan (2015-2020) which with close collaboration and coordination of Vietnam National Institute of Ophthalmology (VNIO) and Ministry of Health (MoH) which identifies that key areas to be addressed to reduce the burden of avoidable blindness throughout the country include RE and childhood blindness. Specific policies and interventions to address childhood blindness prevention include: screening for RE amongst children aged 6 to 15 (with 11-15 years being the initial target group); human resource development in RE through training centres; and joint advocacy initiatives through the MoH and MoET. The national school health program plan identifies eye health as an issue, but not yet much focused and prioritized. In Vietnam, The Foundation is committed to supporting MoH to meet VISION 2020 objectives to eradicate avoidable blindness by 2020, and support MoET's school health plan, by targeting children's eye health.

This project builds on previous SiB's investments in eye health, and other good practices from BHVI, HKI, Orbis International by establishing a strong school eye health program in target sites, conducting research and demonstrating evidence to advocate for national adoption and prioritization.

The selection criteria of piloting provinces was based on the population densities (i) High prevalence of visual impairment in children (ii); School eye health program is weak or absent. (iii) The local partners support the project idea and are willing to participate in this project (iv); The local partners support the project idea and are willing to participate in this project. The project will be implemented in 3 provinces representing for 3 geographic regions, namely Hai Duong in the North, Da Nang in the Central and Tien Giang in the South.

**PROJECT TITLE:** Viet Nam Child Eye Care Project

**Duration:** 1<sup>st</sup> January 2016 – 31<sup>st</sup> December 2018.

**The goal** of the project is “National adoption of School Eye Health guidelines/policies by the MoH and MoET to achieve sustainable reduction of visual impairment in school children in Vietnam

**Objective 1:** To improve policy coordination between education and health sectors in support of a national school eye health program for children

**Objective 2:** To strengthen school staff and eye health personnel capacity to deliver eye care services for school children.

**Objective 3:** To improve quality of and increase access to eye care services for children

**Objective 4:** To develop a children's eye health monitoring system to inform increased government and global commitment to resourcing quality school eye health programs

**Objective 5:** To enhance eye care awareness for children, parents and teachers to support sustainable reduction of visual impairment in communities



## Purpose of the Mid-Term Review

The overall objective of this review is to identify the key successes and challenges of project implementation to date, identifying factors which have contributed to the project successes, and areas of weakness that have impeded progress; and make recommendations for the remaining implementation period based on the lessons learnt to date. The review also assesses project outcomes and project impacts to date.

The evidence generated from this review will be used to inform adjusted interventions of VNCEC project. The primary users of findings of this review will therefore be The Foundation's staff in Viet Nam and key project stakeholders, such as local partners and government.

The evidence from this review will also be used for advocacy purpose and to inform policy at the national level. Specifically, findings will primary shared with The Foundation Viet Nam Country Office and local partners. The GPDM, DSA, provincial DoET and DoH will be the secondary audiences of this report.

## MTR scope and key questions

### The MTR objectives are:

- O1. To assess the project's progress against some key objectives
- O2. To determine the relevance of this project as implemented in the local context
- O3. To assess equity in development of project interventions
- O4. To provide recommendations to improve this project over the rest of its implementation

### MTR questions

- 0.1.1 How effective is the coordination between health and education sectors at ministry and provincial level to support the national eye health program for school students?
- 0.1.2 How well is the project increasing the capacity of health facilities and health care workers to deliver eye health services to school students with refractive errors and other eye problems?
- 0.1.3 What have been the most effective approaches to awareness generation activities among school students and staff? (can use/refer to results from recent base-line and KAP survey)
- 0.1.4 How effective is the project database and M&E system to ensure quality school eye health program?
- 0.2 How relevance is the project design and support toward school eye health to ensure the adoption of national guidance and benefits for target groups?
- 0.3 How well are the project interventions focusing on gender equity, and how well is the project responding to the needs of specific target group –students (boys and girls, rural and urban)?
- 0.4 How satisfied are partners with how the project is being implemented and managed? If not, do they have suggestions to improve the project?

## Approach

This MTR will employ a mixed methods approach to address the questions, including:

- Focus group discussions and in-depth interviews
- Analysis of project baseline and monitoring data
- Document analysis of project reports

Following activities will take place:

- Re-visit of project documents and baseline, monitoring data
- Development of MTR tools (including sampling strategy)



- Finalization of focus group discussions and interviews schedule
- Approval of MTR protocol and tools by The Foundation
- Implementation of data collection
- Implementation of focus group discussions and interviews
- Collation, cleaning and analysis of data
- Preparation of final report
- Approval of final report by The Foundation

### Deliverables

- A final report of the MTR – in English and Vietnamese using The Foundation’s report template
- Half day meeting for sharing key findings from this MTR

### Schedule

Jun 15 <sup>th</sup> -Jul 5 <sup>th</sup>	1. Advertise and select external consultant
Jul 6 <sup>th</sup> -15 <sup>th</sup>	2. Negotiate and sign contract with the consultant
Aug 2 <sup>nd</sup> -Sep 2 <sup>nd</sup>	3. Approve consultant’s MTR protocol and tools by The Foundation
	4. Agree with partners about MTR schedule
Sep 2 <sup>nd</sup> -Oct 2 <sup>nd</sup>	5. Collate project documents and data by the consultant to develop the detailed MTR methodology and tools
Oct 3 <sup>rd</sup> -10 <sup>th</sup>	6. Brief the consultant by the Foundation and agree on the MTR plan
Oct 11 <sup>th</sup> -Nov 3 <sup>rd</sup>	7. Finalise the tools by the consultant and the Foundation
Nov 8 <sup>th</sup> -16 <sup>th</sup>	8. Collect data at field by the MTR team
Nov 17 <sup>th</sup> -30 <sup>th</sup>	9. Analyse data and draft the MTR report
Dec 1 <sup>st</sup> -18 <sup>th</sup>	10. Discuss and finalise the report (in English and Vietnamese) among external consultant, FHF team and partners
Dec 20 <sup>th</sup>	11. Disseminate findings to stakeholders in FHF workshop

### Evaluation team & qualifications

#### Consultant – key selection criteria

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Bachelor degree on development or public health</li> </ul>	<ul style="list-style-type: none"> <li>• Master on development or public health or eye health</li> </ul>
Experiences	<ul style="list-style-type: none"> <li>• Strong background/experience on development work and over 10-year experiences of working with INGO in Viet Nam or other developing countries</li> <li>• Intensive experience in conducting project review/evaluations health project management, evaluation, researches or surveys</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in child eye health or programs focused on blindness prevention and health system in Viet Nam</li> <li>• Experience on school children programs,</li> <li>• Experience of cross-cutting policies and programs, including gender, disability and child protection</li> </ul>



## Consultant – key selection criteria

	Essential	Desirable
Skills	<ul style="list-style-type: none"><li>• Strong skills on project cycle management and evaluation</li><li>• Strong skills in interview, group work facilitation, analysis and writing</li><li>• Strong coordination, organisation and communication skills</li><li>• Good knowledge on Viet Nam situation, especially on public health issues</li><li>• Good management and teamwork skills</li><li>• Fluent written and oral English</li></ul>	<ul style="list-style-type: none"><li>• Experience in working with provincial departments of Health and Education</li><li>• Willing to work under difficult situations and high level of changes</li></ul>

## Management and logistics

The Fred Hollows Foundation Viet Nam program will provide:

- The Project Implementation Plan (PIP)
- Monitoring and Evaluation Framework (attached to the PIP)
- Signed Memoranda of Understanding (MoUs) with relevant partners
- Signed Annual Partnership Agreements (APAs) with relevant partners
- Project quarterly progress and annual reports
- Bi-annual reports to donor
- Project monitoring data
- Field visits from the Foundation
- Training and major activities reports

## Application procedures

An applicant should provide following documents in English:

- Updated CV with reference list or evidence from previous evaluation missions
- Examples of any evaluation reports done before
- Protocol for this MTR including proposed methodologies, timeframe...
- Proposed the number of days required to complete the MTR, broken down by deliverable and daily rate

The deadline of submission is June 20<sup>th</sup> 2017, and please email the request materials to [htruong@hollows.org](mailto:htruong@hollows.org)

## Confidentiality

The evaluator/s agree to not divulge confidential information to any person for any reason during or after completion of this contract with The Foundation. Upon completion or termination of this contract, the evaluator/s undertake to return to The Foundation any materials, files or property in their possession that relate to the business affairs of The Foundation.

## Intellectual Property

All intellectual property and/or copyright material produced by the evaluator/s whilst under contract to The Foundation remain the property of The Foundation and will not be shared with third parties without



the express permission of The Foundation. The evaluator/s are required to surrender any copyright material created during the term of the contract to The Foundation upon completion or termination of the contract.

### **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.

### **Other**

The Foundation strongly condemns all forms of child abuse and categorically states that it is unacceptable in any circumstances. The Foundation is 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 evaluation team will be required to comply with The Foundation's Child Protection Policy and sign the Child Protection Code of Conduct.

