Kathmandu Institute of Child Health
Children's Hospital Network

Budhanilakantha Municipality, Ward No. 7, Hepali Height, Kathmandu, NEPAL
Phone: +977-1-4370373, email: info@kioch.org.np, web: kioch.org.np

Terms of Reference

1. About the Position

Position Title	*Medical Officer (Clinical Mentor)*
No. of Position	*One (1)*
Duration of Employment	Initially one-year contract with the possibility of extension based on performance excellence
Type of Contract	Fixed Term Contract
Working nature	Full-time assignment
Project	Strengthening Primary Health Care and Referral System for Prevention and Management of NCDs Including Neuro-developmental Disorders among Children and Adolescents in Nepal
Duty station	Dailekh District Hospital, Dailekh
Reporting to and supervised by	Medical Superintendent of Deputed Hospital
Working Hours	As per the working hours of District Hospital
Compliance	All the employees contracted by KIOCH must comply with Child Protection, Protection from Sexual Exploitation and Abuse (PSEA), and all other organizational policies of KIOCH.

2. Purpose of Document

The purpose of this Terms of Reference (ToR) is to recruit (Fixed Term Contract) Medical Officer who will support in "C&A PEN-Plus" and other works of Nepal NCDI Poverty Commission and KIOCH. This document will provide the background, conditions, and responsibilities of the position.

3. Background

The Nepal NCDI Poverty Commission (Nepal NCDI PC) is a pioneering group of disease specialists, economists, epidemiologists from government and non-government organizations (NGOs) working together to address NCDs and equity in Nepal. The Commission was established in response to an initiative of the global Lancet Commission on Reframing Non-Communicable Diseases and Injuries for the Poorest Billion (The Lancet NCDI Poverty Commission). The commission is created by an alliance of multidisciplinary and multi-sectoral teams working at the national level for non-communicable diseases in Nepal. The commission is housed in the Kathmandu Institute of Child Health (KIOCH).

KIOCH is a not-for-profit organization registered with the Government of Nepal (GoN), to deliver high-quality and affordable multispecialty care to children across Nepal by building a comprehensive pediatric care facility within the nation and conducting research activities to act upon preventable deaths due to NCDs.

"*Strengthening Primary Health Care and Referral System for Prevention and Management of NCDs including Neurodevelopmental Disorders among Children and Adolescents in Nepal (C&A PEN-Plus)*" adapts the concept of PEN-Plus specially focusing on the children and adolescents in Nepal, and aims to expand the program in Siraha, Gulmi, Dailekh and Bajhang districts of Nepal. The C&A

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PEN-Plus incorporates integrated care teams to provide chronic care for severe NCDs including Type 1 Diabetes, Rheumatic Heart Disease (RHD), neurodevelopment disorders and birth defects at first-level-referral (district) hospitals. This approach will also expedite the process of decentralizing NCD service delivery at the first-level referral hospitals in regard to the common NCDs among children and adolescents in an effort to achieve the UHC in Nepal.

The "C&A PEN-Plus" is being implemented in Nepal by KIOCH in partnership with UNICEF. KIOCH is a not-for-profit organization registered with the Government of Nepal (GoN), to deliver high-quality and affordable multispecialty care to children across Nepal by building a comprehensive pediatric care facility within the nation and conducting research activities to act upon preventable deaths due to NCDs.

4. Purpose:

The Duties and Responsibilities of the Medical Officer will be as follows:

4.1 Tasks and responsibilities

The main tasks and responsibilities of the Program Medical Officer will include the following:

- Examine NCD patients, perform and interpret diagnostic tests, complete history and physical examination, prescribe medications, and monitor disease progression.
- Refer the patients to other unit in the same facility or tertiary centers who cannot be managed after providing the initial basics management.
- Continue care of the referred back cases.
- Ensure proper recording of patient data and support the Field Officer in maintaining the records.
- Counsel, educate patients about NCDs.
- Assist the senior doctors in discharge planning for patients admitted with severe NCDs.
- Visit inpatients who are hospitalized with severe/chronic NCDs (and record them in clinic during hospitalization, where needed).
- Mentor clinical staff at PEN clinics at primary care level on NCD care as well as receive referrals from these clinics.
- Provide training to the health workers of PEN-Plus clinical sites and other midlevel providers in order to support scale up of PEN-Plus.

5. Minimum Qualification

MBBS degree or equivalent from a recognized Medical Institution and he/she should be registered in Nepal Medical Council with at least 1 year of experience in a related field

6. Intellectual Property

KIOCH shall, solely and exclusively, own all rights in and to any work created in connection with this agreement, including all data, documents, information, copyrights, patents, trademarks, trade secrets, or other proprietary rights in and to the work except on the methodological innovation made

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