



Terms of Reference for the development of an Excel database system for National Wellness Campaign

Background:

The main purpose of this consultancy is to create an excel database for HIV, Tuberculosis (TB), Sexually Transmitted Infections (STIs), Non-Communicable Diseases (NCDs) and demand creation data, in order to strengthen the generation of evidence for the national Wellness campaign and also build on the National Strategic Plan (NSP) for HIV, TB and STIs (2017-2022) reporting for SANAC.

The national wellness campaign will be implemented over 3 years. The campaign aims to provide an enabling environment for health-seeking behaviour. The minimum package of interventions will include screening for NCDs, TB, HIV, STIs and treatment as per national guidelines. Risk reduction counselling will be an essential aspect of the campaign.

The campaign aims to strengthen and implement prevention strategies, linkages to care, management, treatment and support. The annual targets and actions for the campaign are aligned to the NSP (2017-2022); the Department of Health's Annual Performance Plan 2017/2018, District Implementation Plans (DIPs) for 90 90 90 for HIV and TB, and as such will ensure that services provided are met by demand from the relevant populations and communities. The demand creation should be measured and reported consistently at all levels of service delivery.

The goals of the campaign are as follows:

- To initiate an additional **2 million individuals on ART** by March 2021,
- To find 80,000 undiagnosed or untreated TB infected individuals in the first year,
- To intensify NCDs case finding by screening 7 million people and
- To intensify STIs screening, diagnosis and treatment.

Purpose of the Assignment:

The main purpose of this consultancy is to create a multisectoral inclusive and efficient database system for collecting HIV, TB, STIs and NCDs data to ensure the monitoring of the performance of the national wellness campaign, using an Excel spreadsheet. This will also include number of populations reached and will record demand creation activities

The solutions will be Interoperable and will enable users to blend data from DHIS2 and other Data sources, including systems from the private sector (SABCOHA) and all SANAC Stakeholders.

Assignment Tasks:

This assignment is to create an excel database system based on the concepts and features of the national wellness campaign data in order to create dashboard with key indicators. The expected specific streamlined deliverables are to:

- Provide a detailed requirements analysis
- Clean and convert the historical data for HIV, TB, and STIs in the database
- Produce a user manual structured to enhance the user experience
- Train all relevant SANAC staff and Sectors/Stakeholders participating in the campaign
- Create a Dashboard with agreed indicators for HIV, TB, and STIs including NCDs and demand generation for various users
- Develop a manageable and sustainable data integration approach that can accommodate linkages with other information systems and data sets added on an ad-hoc basis
- Build a sustainable excel database solution beyond the Health and Wellness Campaign
- Develop extensive knowledge and strong data management skills
- Develop a database with built in quality assurance/improvement checks
- Submit a Project completion report

Methodology and technical approach:

1. Requirement analysis

Based on requirements analyses and discussions with the team, the consultant will prepare a detailed inception report including a work plan with timelines.

2. Training

The consultant will conduct training on best-practice data management, analysis and visualization for SANAC staff and relevant Sectors/Stakeholders. Organize and support efforts to scale up adoption and build capacity to improve data analytics and visualisation.

3. Creation of a dashboard

- Create actions which will dynamically refresh various worksheets in the dashboards and automatically generate graphs or charts to demonstrate progress against targets
- Define the set of indicators at the beginning of the consultancy
- Have a Dashboard with free administrative rights

4. Documentation

User Manuals and all other documentation and information obtained through the assignment have to be completed and handed over to SANAC.

Expected Deliverables:

Tasks	End product / deliverables	Time frame	Payment instalment
Requirements analysis	Detailed report and workplan with timelines on requirements	5 days	20%
Development of the dashboard for HIV, TB, STIs, NCDs and demand creation and numbers reached (set of indicators to be define at beginning of consultancy) and Testing	Create a dashboard with agreed indicators for HIV, TB, and STIs including NCDs and demand generation for various users	20 days	50%
Training on how to use the database including the new data and production of the dashboard	Manual on the use of the database and dashboard	10 days	30%
Conclusion and mutually agreeable terms	Consultancy report with recommendations on way forwards submitted	1 day	-
		36 days	100%

Skills and Experience:

- Post-graduate qualification, and a minimum of 7 years proven experience with database/dashboard development
- Additional experience in data visualisation using products such as click view, tableau, MS Power BI, Excel or equivalent
- Strong knowledge of capabilities, functionality, and behaviours of BI reporting tools in excel
- Strong analytical skills; ability to analyse raw data, draw conclusions, and understand how best to visualize
- Demonstrated experience in Map presentation, SQL scripting, data cubes.
- Excellent enterprise and application level data profiling, architecture, modelling, and analysis skills
- Knowledge of Extract, Transform, Load (ETL) principles and a history of executing ETL plans as they relate to data discovery tools
- Excellent analytical and problem solving skills
- Demonstrated commitment to providing client focused BI and visualization services
- Experience working in a fast-paced environment managing and meeting multiple deadlines and priorities

Desirable:

- Understanding/experience of the consultant in processing related data (for both HIV, TB, and STIs including NCDs and the NSP/Provincial Implementation Plans (PIP).

For enquiries please contact SANAC Procurement Unit at Beullah@sanac.org.za and for technical enquiries contact Lifutso@sanac.org.za.

The closing date for the application is 19 July 2018 at 12:00pm.

NB: Please indicate your ability, availability and daily rate to undertake the terms of reference above (including travel and daily subsistence allowance, if applicable). Applications submitted without a daily rate will not be considered.