

World Health Organization (WHO) Nigeria Expanded Program on Immunization (EPI)

Supplemental National Immunization Coverage Survey

Terms of Reference for Survey Coordinator

Background:

Periodic Immunization coverage surveys are a key aspect of managing the EPI program. Nigeria last conducted in National Immunization Coverage Survey (NICS) in 2010. As such, it is time for an update to the immunization coverage survey estimates. However UNICEF is conducting a Multiple Indicator Cluster Survey (MICS) in Nigeria in 2016. This international household survey programme developed by UNICEF is designed to collect statistically sound, internationally comparable estimates of key indicators that are used to assess the situation of children and women in the areas of health, education, child protection and HIV/AIDS. MICS can be used as a data collection tool to generate data for monitoring the progress towards national goals and global commitments aimed at promoting the welfare of children, including providing a baseline for the Sustainable Development Goals (SDGs).

One limitation is that the MICS survey does not produce immunization coverage estimates at the state level, a level important for managing the immunization program in Nigeria. As such, a “supplemental NICS” has been designed to build off the MICS. Specifically, in order to obtain state level immunization coverage estimates, 20 additional states will have additional NICS specific clusters sampled. In these 20 states the immunization estimates will be a combination of the MICS immunization data and the supplemental NICS. In the remaining states of the country the MICS sample is adequately large to provide state level estimates and thus estimates will only be based on MICS data.

The MICS and supplemental NICS, henceforth referred to as MICS/NICS will be conducted simultaneous in an effort to have the surveys as closely aligned as possible and utilizing the same resources whenever possible. The Nigeria National Bureau of Statistics is the implementing agency for both surveys.

WHO is seeking a consultant to support the supplemental NICS survey in close collaboration with WHO, in country consultants, and the MICS survey team.

Objectives and duties:

The contractual partner, in consultation with WHO, is expected to have both technical skills in surveys but also managerial skills for the planning and management aspects of the survey to ensure timely progress. The primary technical duties are outlined below by phase: pre-implementation, field implementation, and post-implementation. Note give the timeframe of this contract the contractual partner may not be able to participate in the final post-implementation phase.

Planning and management

- Support the NICS Steering Committee.
- Coordinate and facilitate communication between the steering committee and key partners UNICEF, NBS, NPHCDA, and BMGF.

- Liaise with the national immunization program, through the WHO country office, to become familiar with the Nigerian vaccination schedule, including any changes affecting the targeted population, as well as with the different types of home-based records that may be found in the field. In addition, relevant immunization information that can affect survey findings (eg., stock-outs) or practices (eg. Marking dates for next visits with pencil in cards) should be sought.
- Become familiar with the survey document, protocol, forms, etc.
- Attend meetings, take notes, organize communication and generally support the smooth management of the survey.
- Participate in telephone conferences and face-to-face meetings with workgroup members.
- Summarize and extract relevant information from telephone conferences, with action points, and follow up on action points.
- Document thoroughly the process and keep proper records, as this information will be used to inform future similar surveys.
- Support updating and use of a supplemental NICS protocol clearly aligned with the MICS process.
- Monitoring and tracking of NICS supplemental budget.
- Collaborate with the steering committee, UNICEF, NBS, and statistician in the drawing of the sample of supplemental NICS enumeration areas.
- Oversee each stage of the process and insure the implementing agency NBS remains on track.
- Other tasks as needed.

NICS survey pre-implementation

- Work with NBS, UNICEF and other partners as need to ensure that all required supplies are procured for the survey.
- Participate in cluster selection, questionnaire finalization, and training of field staff, including practical training on vaccination data extraction from home-based records.
- Work with NBS on the field pre-testing of the questionnaire and computer data entry program.
- Support NBS as need to conduct trainings.

NICS field implementation

- Support the recruiting and coordination of independent field monitors.
- Supervise independent monitors.
- Facilitate sharing of daily data quality checks for immediate action as required.

NICS post-implementation

- Facilitate regular communication between NBS and the NICS steering committee on data cleaning, analysis, and final reports and provides support for any of these functions as needed.
- Work with steering committee, NBS, and a statistician to develop programmatically actionable data for dissemination to states.
- Support state-level, state-specific dissemination of results.
- Appropriate archival of information.

Skills, Knowledge, Experience and Qualifications Required:

- A university degree in Public Health or related field

- A sound knowledge of Research methodology and data analysis
- Proficiency in the development and presentation of Microsoft Office
- Developing country experience
- Excellent report writing and presentation skills
- Excellent interpersonal and communication skills
- Understanding of key vaccination concepts

Terms of Payment:

XXXXX

Timeline:

November 15, 2015 – May 15, 2016

Contact person:

XXXX