



24TH JULY 2023

NATIONAL MALARIA ELIMINATION PROGRAMME (NMEP)

Recruitment of State Based Adhoc Personnel for BFSR Improvement (Katsina, Gombe, Osun, Taraba and Kano States)

Background

Malaria remains a major cause of illness and death in the African Region. In Nigeria, it is a leading cause of morbidity and mortality accounting for about 30% of childhood deaths and 11% of maternal deaths.

Bi-Monthly Facility Stock Report (BFSR) is a tool used in reporting the two months situation of the consumption pattern of malaria health products at a service delivery point.

The Procurement and Supply Chain Management (PSM) branch of National Malaria Elimination Program (NMEP) in collaboration with the Catholic Relief Services (CRS), a Principal Recipient on the Global fund Malaria grant to jointly implement the improvement of key performance indicator and quality of data and report from Health facilities in a bid to ensuring reliable availability of malaria health products across 13 States in Nigeria.

NMEP will be supported by States Logistics Management Coordinating Unit (LMCU) alongside the State Supply Chain Management Specialist in the States across 13 Global Fund-supported States to improve the quality of bimonthly facility stock reports (BFSR) generated from the health facilities.

The outcome of the BFSR analysis will be used for tracking trends in HFs consumption, stock positions, identifying errors in the report, identifying overstocks, and redistributing products. This is will be used as a criterion to guide targeted and structured capacity building at the health facilities with the goal of improving the quality of reports and ultimately the quality of care for malaria.

Purpose

NMEP Procurement and Supply Chain in its crosscutting impact on Health System Strengthening (HSS) approach seeks to engage qualified individuals who will become BFSR Improvement Ad-hoc staff. They are expected to provide support in reviewing and electronically entering already completed Bi-Monthly (2 months) facility stock report for the reporting period into an Excel system for validation prior to uploading on the NHLMIS.

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Duties and Responsibilities

Schedule of Deliverables and Reporting

- Attend introductory meeting with key staff of the health facilities led by the LGA personnel.
- Retrieval of documents needed for Review including OPD registers, Inventory Control Card (ICC), and Bi-monthly facility stock report (BFSR). These documents will cover year 2021 and 2022 reporting periods. Data extraction from these tools for this review period will include a review of transaction records on the inventory control card (ICC) for completeness.
- Component of the Bi-monthly Facility Stock Report (BFSR) 2021 and 2022 will be reviewed and verified the total malaria commodities utilized and reported within the period.
- The BFSR report will be verified with Primary source document from Health facilities and recorded in other to ascertain any discrepancies between the values: the differences will be computed, described, and discussed for each health facility.
- To the extent possible, the root causes for any identified differences between the BFSR values computed during this exercise will be described and investigated.
- Action plans will be developed to address the identified root causes.
- The health facility staff will be debriefed on the key findings from the visit to provide feedback to the health facility, LGA, and state teams.
- Analyze the submitted triangulation data with the LMCU team.
- To develop a comprehensive technical report detailing the findings of the triangulation in conjunction with MSH and other partners.

Specific Tasks

Summarized below are specific tasks and deliverables to be carried out by the Ad-hoc BFSR Data Entry Clerk

- Entry of Data, Review and Reconciliation of BFSR from Source document.
- Comparison of analysis on hard and soft copy BFSR to ascertain completeness, correctness and improvement.
- Report generation from Health facility review conducted.

Core competencies

- Possess a good skill on data entry and management as well as reporting.
- Possess a good facilitation skill, with monitoring and supervision verifiable experience.
- Ability to work in and manage complex team towards achieve set goals and objectives
- Strong attention to details, ability to proactively identify gaps and proffer recommendations for improvement.
- Demonstrate self-control, safeguarding ethics and integrity
- Able to meet targets and deadlines while working under stressful conditions
- Possess an excellent written and oral communication skills.

Location Engagement

The BFSR improvement will take place in Katsina, Gombe, Osun, Taraba and Kano States. Successful candidates will be assigned completed BFSR to review and enter on a system to support the state he/she will be working. There will be a Pilot for this activity in Katsina, Gombe, Osun, Taraba and Kano States.

Qualification and Experience

- BSc. /HND in the Social Sciences/Computer Science/Sciences or any other related field.
- Excellent knowledge of computer software – MS Office packages (highly proficient in the use of Microsoft Excel), M & E and other statistical and data analytics tools.
- Must possess a functional laptop computer.

Duration of Engagement

The support to be provided by the ad-hoc personnel will be within the period of the exercise during the Bi-monthly review.

Submission of Application

A copy of the Expression of Interest (EoI) with a detailed Curriculum Vitae (CV) should be addressed to the National Coordinator as stated below and submitted to:

nmeprecruits@nmep.gov.ng with the code: NMEP/PM-NFM3/2023/01 written as the subject of the email:

The National Coordinator
National Malaria Elimination Programme (NMEP)
Federal Ministry of Health (FMoH)
1st Floor Abia House,
Central Business District, Abuja, FCT

Note: The closing date for receiving the application is ten (10) working days (Monday 24th July to Friday 4th August 2023) from the day of publication. **Any application received after the stipulated ten working (10) days will not be accepted.**

For NMEP