

TERMS OF REFERENCE

For a Feasibility Study on Starting a Medical School in the Maldives National University

1. Introduction

The Maldives National University (MNU) is the only State-funded University in the Maldives established by the merger of all Government-run institutions of post-secondary education in the Maldives. At present there are eight faculties and centres offering programs from sub-degree level to the masters level. The first division of MNU, the Faculty of Health Sciences, was established in 1973 as the Allied Health Services Training Centre. At present there are nearly 5000 students enrolled in over 100 programs at MNU. The University also runs many short-term programs.

The total number of residents in the Maldives is about 320,000 with about 100,000 expatriates. There are 70 local and about 200 doctors in the Maldives. The ratio of number of physicians to the population is about 1 is to 1600. All local doctors had their training overseas. The population growth rate is about 2.1%. The local population is likely to exceed 400,000 by 2030. Therefore, there is a need to develop local capacity to train doctors soon.

This Feasibility study is to examine and analyse the local context to establish a medical school. A team of two consultants for a period of 14 days is required to conduct the study.

2. Objectives of the Study

The main objective of the study is, given the expected population growth and the difficulties in recruiting expatriate doctors due to high costs, to find out the feasibility of medical training in the Maldives. The purpose of study is to inform decision making regarding the establishment of a medical school or faculty within MNU and to estimate the requirements of such an endeavour.

More specifically, the study will

1. Evaluate the external environment, especially with regard to the curative practices and personnel at hand at the national level.
2. Evaluate the current situation in the nation with regard to the provision of health services and medical training.
3. Assess the demand/supply situation with regard to medical training/
4. Identify the options for starting a medical school/faculty in the Maldives with regard to international best practices and long-term sustainability.
5. Identify the extent of and areas in which capacity building and human resource development at local levels will be required for medical training.

6. Advice on a list of physical space requirements for a medical facility, its best location and the human resource requirements for such a facility. It is not necessary to draw up equipment lists or book lists.
7. Determine possible barriers to the project to establish a medical training facility.
8. Advise on a management structure for the medical school.
9. Advise on critical risks, problems, and assumptions and the means to mitigate them
10. Make recommendations on next steps.

3. Place of Work

Male', Maldives

4. Inputs from MNU

MNU will

- Assign a staff as a counterpart;
- Provide a furnished office for the work of the consultant;
- Arrange appointments and letters of introduction to facilitate relevant consultations between the Consultants and relevant stakeholders;
- Provide logistical support for travels within the country, if needed; and
- Provide technical comments and feedback on the outputs of the Consultancy.

5. Deliverables and Schedule

The deliverables and meetings defined below are the minimum requirements for the execution of the study. Should the respondent feel that it is desirable to produce additional information, these should be described explicitly in the proposal.

- Work Plan
- Draft Report
- Final Report

Where meetings are planned to review the deliverables, the respondent shall allow for a minimum of one week between the date when the deliverable is available for circulation and the date of the meeting.

1. **Work plan:** Upon notification that a respondent is the successful bidder, and before commencing the project, the respondent shall prepare a Work Plan, which shall take the form of a detailed description of the steps to be followed in the study process. This plan will indicate the sequencing and staging of tasks, key decision points, the expected completion date for each task and the interrelationship between the completion of the tasks and the preparation of the project deliverables. This plan should be submitted before the field work starts.
2. **Progress Report:** Written progress report, highlighting activities undertaken, results achieved and outlining any unexpected delays, problems or difficulty that arise as the project progresses shall be submitted fourteen days after the field work starts.
3. **Initial Final Report:** A copy of the initial draft report covering all the work efforts described above shall be submitted at least two weeks after the field work.

4. Final Report: One month after the initial draft report the final report should be submitted addressing the objectives of the study and incorporating any suggestions received on the initial report.

6. Qualifications of the Consultant Team

The consultant team shall consist of two persons of reasonable experience in the medical education field one of whom should be a dean or a former dean of a medical school. Both persons must hold an MBBS degree or equivalent. Advanced qualifications will be an added advantage.

Academic Requirements:

- MBBS or equivalent degree

Experience:

- At least 5 years' experience in medical education.

Professional qualifications and competencies.

- Registration in the medical council of the native country.
- At least one consultant must be a dean/head or a former dean of a medical faculty/school.
- Ability to synthesize large amounts of information to develop a comprehensive, well structured report.
- Excellent writing, editing, and oral communication skills in English.

7. Terms of Payment

1. 20% of the fees will be made on the selection on the appointment and the submission of the work plan.
2. 20% of the fees will be made on accepting the Progress Report.
3. 30% of the fees will be made on the Draft Final report.
4. 30% of the fees on the acceptance of the Final report.

8. Submission dates and address for proposal

1. **2nd April 2014, Before 3:00 pm.**
2. **Address:**
Mr Hussain Haleem
(Deputy Vice Chancellor, Administration and Finance)
The Maldives National University
Central Administrative Office
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