



INDIVIDUAL CONSULTANT REQUIRED FOR SHORT TERM CONSULTANCY

Punjab AIDS Control Program, Primary & Secondary Healthcare Department, Government of Punjab intends to hire services of individual consultants on short term consultancy, against the work, qualification and experience as mentioned below:-

The Punjab AIDS Control Program, Primary & Secondary Healthcare Department is leading the Provincial AIDS response. The Program provides free **Testing, Treatment** and **Counselling** services to HIV/AIDs patients and high risk groups. An accelerated action plan has been launched to improve access, equity and equality in all 36 districts of Punjab on all aspects of awareness, free screening, free treatment and follow up has been started. The Government is providing all the diagnostic and treatment services free of cost. Punjab AIDs Control Program requires support of following individuals:

Sr. No.	Nature of Consultancy & Total Position	No. of Posts	Eligibility Criteria
1.	Consultant (Case Manager) 01 for D.G Khan 01 for Faisalabad	02	<ul style="list-style-type: none">• Minimum Graduation from an HEC approved/recognized institute (Preferably BS (H) or Master degree).• Minimum 02 Year experience and knowledge of HIV care & Support. Computer Literate and Fluent in local language.• Preference will be given to resident of respective district.
2.	Consultant (Treatment Follow up) 01 for PMU, Lahore	01	<ul style="list-style-type: none">• BS (Hons)/ Master degree or 16 years of education from an HEC recognized institute.• Or any equivalent qualification.• Candidate having relevant experience will be given preference.

The services of aforementioned individual consultants will be hired initially for the period of Six (06) Months through competitive process.

Application Instruction

- The hiring/recruitments will be made strictly on merit basis in accordance with the rules and selection criteria.
- Detailed Terms of Reference (TORS) are available at www.pshealth.punjab.gov.pk
- Only shortlisted candidates will be called for interview.
- No TA/DA shall be admissible for interview.
- Consultancy Fee is Negotiable.
- The application should clearly indicate the Nature of Consultancy applied for on one side of envelope along with Curriculum Vitae (CV), 01 passport size photograph and attested copies of all relevant documents, Copy of domicile, CNIC/Certificates/Degree. Late and incomplete applications will not be entertained.
- The interested individual consultants having expertise in above mentioned fields may submit their CV along with supporting documents in the office of the Project Director, Punjab AIDs Control Program, Primary & Secondary Healthcare Department, PACP Complex, 6 -Birdwood Road, Lahore till **25th December, 2019 before 5:00 PM**. Interviews for individual consultancy will be conducted on **26th December, 2019 at 10:00 AM** at PACP Complex, 6 -Birdwood Road, Lahore.

Project Director

Punjab AIDS Control Program,
Primary & Secondary Healthcare Department
Phone No. 042-99201092-93

Job Description/Terms of Reference/Qualification requirements for Consultant

1. Consultant Case Manager

Implement a process that ensures positive outcomes through ongoing monitoring of progress toward Department goals by:

- Identify and conduct outreach clients in collaboration with NGOs, VCCT and LHWs.
- Maintain coordination with all relevant stakeholders at district level for the implementation of PPTCT activities.
- Assess the comprehensive needs of the client and caregivers.
- Develop an individual service plan by linking with the service delivery system.
- Monitor service delivery on regular basis.
- Advocacy for clients.
- Regular evaluation and need assessment of clients.
- Regular and close liasing with VCCT Centre and Treatment Centers of concerned hospital.

2. Consultant Treatment Follow-up

- Track the record of registered patients.
- Follow-up of patients.
- Maintain the record of delivered medicines / in-stock.
- Prepare and submit reports on daily / weekly / monthly basis.
- Coordinate with Health Information & Service Delivery Unit (HISDU) for development / deployment of automated system for patient registration, medicine record & follow-up.