**Scope of Work**

# Project objective:

1. To develop a comprehensive analysis of the overall policy landscape for cardiovascular diseases (CVDs) care and prevention, identifying gaps in policy and program implementation in Vietnam and other Asia Pacific countries. Understanding these policy and implementation gaps will serve to elevate public awareness of the growing CVD burden, support evidence-based policymaking, and encourage unified, multi-sectoral action for heart health in the Asia Pacific.
2. To develop partnerships with key Vietnamese CVD stakeholders to strengthen the Alliance’s networks in Asia.

**Timelines:**

1. Research on country profile & policy gaps: May 11, 2023 – May 19, 2023
2. Stakeholder mapping and interviews: May 22, 2023 – May 31, 2023
3. Partnership development: To provide weekly updates until December 29, 2023

Please note: ACCESS Health will provide templates for all deliverables described below.

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| **Scope: Research on CVD policy landscape in Vietnam for APAC CVD Alliance** | |
| **Tasks** | **Estimated cost (US$)** |
| **Research on Country profile**  This initial research and analysis will contextualize the state of CVD in countries through a country profile including CVD statistics  **Deliverable: Spreadsheet on country overview data and 1 slide** | 300 |
| **Analysis on policy gaps**  Conduct structured secondary research using both peer reviewed and grey literature, include scientific articles, policy papers, and white papers or industry papers, with a focus on national policies, programs, and monitoring systems that address the various aspects of heart health:   * Health promotion and prevention strategies targeting prevailing risk factors (i.e., physical activity, diet, smoking) and promoting CVD awareness * Screening and diagnostic capacity, which encompasses population-screening programs and types of diagnostic tests available * Management and treatment of current CVD patients in acute care facilities, rehabilitation programs, and availability of essential medicines * System readiness for CVDs, including national registries, clinical guidelines across healthcare setting, integrated care delivery, workforce planning, health financing, and supply chain resilience * CVD-related country indicators based on the research above   **Deliverable: Literature review and policy insights of Vietnam (spreadsheet and slides)** | 1,200 |
| **Stakeholder mapping and interviews**  Using preliminary research background, develop a stakeholder map that cuts across sectors within the CVD landscape (public, private and CSO).The map should highlight different types of stakeholders in Vietnam and provinces, including but not limited to key policymakers, patient groups, clinical associations, implementation partners, CVD academics in policy research, or public health professionals.  Select representatives from stakeholder mapping to interview. Interviews will focus on topics or information not readily found in literature looking across the patient journey to identify policy gaps and challenges in implementation   * Use results from initial policy research to identify focus areas to ask interviewees * Conduct 1 – 2 interviews with stakeholders, (must include one expert in CVD care) * Highlight key quotes to summarise country response and overall performance * Systematically review and synthesise findings from literature and interviews   **Deliverable: Interview Summaries; Stakeholder map (one slide), Interview insights on Vietnam (slides)** | 640 |
| **Recommendations**   * Recommendations to policymakers based on gaps and challenges observed in policy and programs   **Deliverable: Recommendations (1-2 slides** | 160 |

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| **Scope: Research on CVD policy landscape in Vietnam for APAC CVD Alliance** | |
| **Tasks** | **Estimated cost (US$)** |
| **Stakeholder engagement**  The mission of the APAC CVD Alliance is to improve heart health and lower the disease burden for CVD for patients, societies, and economies in the Asia-Pacific. With three industry sponsors and two strategic partners onboard, the Alliance aims to deepen partnerships in each of its nine focus countries including Vietnam.  The objective is to find like-minded partners whom the Alliance can work with to kickstart localisation activities in the country.   * From the previously developed matrix, prioritise engagements with key Vietnamese stakeholders in the capital and provinces. * Establish a systematic process to reach out to potential partners and key stakeholders, including but not limited to business meetings with potential partners. * Build relationships with new and existing partners. * Collaborate and provide regular updates to the Singapore office on messaging and follow-ups. * Attend trade fairs or networking events in Hanoi/Ho Chi Minh City on behalf of the Alliance. * Assist with possible visits to Vietnam by ACCESS Health and/or Alliance. * Must be open to visiting other places of business and potentially travelling to locations outside Hanoi/Ho Chi Minh City.   **Deliverable:**  **1. Regularly update matrix to reflect status of contacts' openness and flexibility to partnering the Alliance.**  **2. Outline a process to engage such stakeholders and provide regular weekly updates.**(US$1,000 for deliverable 1 & 2)  **3. Obtain agreement from two organisations who are interested to work together with the Alliance on a specific country project by December 29, 2023**(US$1,700) **[Note: The country project does not have to be confirmed by said date]** | 2,700 |

**Compensation**

The total fee of USD 5,000 will be paid to the consultant.

The payment will be processed in 4 traches as per the milestones below and by providing an invoice to [rajvi.mehta@accessh.org](mailto:rajvi.mehta@accessh.org).

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| Payment Milestone | Upon completion of deliverable | Amount (USD) |
| 1 | Research on country profiles and policy gaps, stakeholder mapping, interviews and recommendations. | 2,300 |
| 2 | Stakeholder matrix and stakeholder engagement process. | 1,000 |
| 3 | Obtain agreement from 1 organization to work with the Alliance as an in-country implementation partner. | 850 |
| 4 | Obtain agreement from 1 organization to work with the Alliance as an in-country implementation partner. | 850 |

The payment shall be made from the parent Entity ACCESS Health International, INC from the dedicated account kept for ACCESS Health International Southeast Asia Ltd JP Morgan Bank USA.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **May 11, 2023** to **December 29, 2023**.