**Schedule A**

**Title:** Project Manager - Strengthening Standards of Cancer Care in PM-JAY

**Scope of Work**

**Key Responsibilities:**

The project manager will work with state and national team to develop operational plan, implement, and ensure implementation of the activities mentioned below. The consultant will provide technical advisory/capacity building support and coordination support. The following are envisaged activities (subject to change) with the roles and responsibilities of the consultant.

| **Activities** | **Technical and Advocacy Role** | **Coordination Role** |
| --- | --- | --- |
| Data Analysis of provision of oncology care under PM-JAY – this will include understanding the supply of oncology under PM-JAY, service provision and compliance by providers on Standard Treatment Guidelines. | * Input into the data analysis plan. * Review of data analysis conducted by expert. | Coordinate with the Expert to ensure the data analysis and presentation is completed on time. |
| 2 stakeholder consultations organized in Uttar Pradesh, (i) towards improving availability of diagnostics and treatment in the state and (ii) increasing financing for cancer care. | * Draft agenda in consultation with state team. * Review of presentations. * Draft high quality insightful reports of the consultation * Build relationships with Uttar Pradesh Medical Supplies Corporation and advocate for inclusion of cancer drugs in the essential medicine list. * Identify opportunities to facilitate private sector partnerships among PM-JAY hospital network to forge partnerships with diagnostic companies. | * Finalize the list of stakeholders with state team and follow up for their participation. * With technical team ensure the advocacy presentations are prepared and ready. * Coordinate for the logistics for the stakeholder consultation. |
| Costing Study- to establish the costing required to provide standard of care (new and cost-effective treatment) for cancer patient. The methods and operations of the study is still to be finalized. | * Participate, review in the study design. * Provide technical assistance to researchers in data analysis. | * Facilitate any review meetings for the purpose of the study. |
| Trainings - | * Content will be provided by Roche | * Finalize the list of participants from the hospital partners. * Mobilization support for participation. * Coordinate with Roche to facilitate organization of the virtual workshops. |
| Public Health Facility Gap Assessment | * Review the insights on the gap assessment * Desk review for relevant solutions as per the insights on the gaps found * Participate in the update meetings to the leadership | * Provide facilitation support to the assessor for the gap assessment * Facilitate periodic review meetings during and post assessment as required |
| Administrative | * Participate in program weekly meetings. * Development of progress presentation for review meetings with donors. * Ensure all project deliverables are developed and completed on time and quality. * Represent the organization as required. |  |

**Location**

Lucknow

**Reports To**

Technical: Director, Programs

Administrative: State Lead

**Grading Level:** M2

**Compensation**

An annual compensation of INR 1,447,665 (Inclusive of all indirect taxes) will be paid to the Consultant. All Project related expenses would be reimbursed, as agreed upfront. Any revision to the compensation above will be after due mutual discussion and written intimation.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **August 9, 2023** to **August 8, 2024** and is extendable based on the review of Consultant’s performance by the Foundation and mutual concurrence on revised terms of engagement.