

TERMS OF REFERENCE

**QUALITY ASSURANCE SPECIALIST (WITH BUSINESS ANALYST'S FUNCTIONS)
FOR THE eHEALTH PROJECT UNDER THE MINISTRY OF HEALTH OF UKRAINE**

ToR Date of Issuance:	April 20, 2018
Due Date for Applications:	May 4, 2018

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts – to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM:

- **Selects initiatives** based on clearly defined links to reform initiatives;
- Ensures transparent **recruitment** of human resources;
- Manages the **contracting** and payment of human resources;
- Provides financial **reports** for donors;
- **Monitors** initiatives for results.

Reform Initiative

The Ministry of Health of Ukraine (MoH) has already announced the implementation of eHealth project as its priority. The Ministry seeks to establish a medical data system, which will maintain a pan-Ukrainian registry of patients, doctors and medical institutions, as well as possess data on contractual relations between them. The system will preclude healthcare actors from concluding fraudulent agreements, as well as provide invaluable statistics on diseases and prescribed treatment, which still do not exist in Ukraine to date. The Government of Ukraine (GoU) has a strong political will to launch eHealth solutions for the benefit of both its citizens and health care system. Political support has been well formulated by signing of 3 technical Memorandums by the Ministry of Health of Ukraine.

Position Summary

Quality Assurance Specialist (with Business Analyst's functions) will be responsible for Medical Information Systems (MISes) certification process control, technical assistance for websites/MISes and other eHealth Central Base' components, user acceptance tests conduction, conducting technical support of the second level (L2).

Preferred Qualifications and Skills:

- BS or Bachelor's degree - Business, Engineering, IT, Data Science or related scientific/technical discipline - or equivalent relevant work experience;
- 2+ years of relevant Business Analyst/Quality Assurance experience;
- Data Analysis - support in data analysis, troubleshooting issues, data testing plans;

- Experience in user acceptance tests conducting (relevant documentation drafting);
- Experience in organizing the process of testing complex systems and their separate components;
- Experience in testing strategy and test planning – process development;
- Experience working in an agile scrum solution development environment;
- Demonstrated data visualization skills for presentations;
- Business analytics methods/models;
- Requirements engineering;
- Analyzing of information;
- Teamwork;
- Excellent Communication skills;
- Effective at collaborating across internal and external partners and building relationships;
- Proven success with being self-motivated, enthusiastic and able to work independently;
- Experience working with Ukrainian Government bodies and their representatives (preferably).

Indicative duties and responsibilities:

- To ensure that all external and internal requirements are met;
- Business analysis of eHealth system existing features, bugs searching (optional);
- Analysis of potential system adjustments;
- MISes certification process control (new features on production or new MISes);
- Inspecting procedures and outputs of MISes;
- Conducting technical support of the second level (L2);
- MIS partners contact management (access configuration, support on documents);
- Security control initiation;
- eHealth system or business process optimization;
- Chief Technical Officer assistance;
- User acceptance tests conduction;
- Technical assistance for websites/MISes and other eHealth Central Base' components.

Contract Duration and Timing:

Full time position based in Kyiv. The total duration of the consultancy is expected to be 6 months with possible extension.

To apply:

Submissions must be prepared in English and delivered electronically **by 17:00 Kyiv time on May 4, 2018** to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:

- 1) Applicant's CV;
- 2) Applicant's brief letter of interest indicated related experience and achievements.

Please ensure to state **Quality Assurance Specialist** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after May 8, 2018.