



**TERMS OF REFERENCE**

**Occupational Therapist Consultant**

**Expert in subacute and long-term rehabilitation for patients with spinal cord injury and traumatic brain injury, as part of a multidisciplinary team approach.**

**1. Background**

War, and in particular the use of explosive weapons in populated areas, results in overwhelming numbers of spinal cord injuries (SCI) and traumatic brain injuries (TBI). These injuries require complex acute care and post-acute medical and rehabilitation management, as well as integrated mental health and psychosocial support and continued support on discharge. Effective management for people with an SCI or TBI is hugely resource intensive and requires specially trained staff. For this reason, the post-acute phase of care is best managed in a specialised centre. This helps decompress tertiary trauma facilities and ensures the best outcome for patients.

At present, there are no specialised SCI or TBI centres in Ukraine. As part of the Ukraine rehabilitation response strategy, the Ministry of Health (MoH) and the Ministry of Veterans Affairs have jointly identified the Rivne Regional Hospital for War Veterans in Klevan (hereinafter – Rivne Rehabilitation Centre), as best placed to rapidly build capacity to become a national SCI and TBI centre. The MoH have confirmed funding to increase staffing, a referral pathway from tertiary trauma facilities to the centre has been agreed, and the MoH have requested support from WHO to equip the centre and build staff capacity.

It is anticipated that the centre will need support for an initial 6-month period to build its capacity. Support would include deployment of international multi-disciplinary teams to work alongside existing Ukrainian staff to strengthen acute, post-acute and post-discharge SCI and TBI care, establishment of a psychosocial support program, and the procurement of medical and rehabilitation equipment, assistive products, pharmacy, and medical consumables. As community level rehabilitation services are almost non-existent in Ukraine, it is also necessary to establish Oblast (governorate) level follow up services for SCI and TBI.

**Rivne Rehabilitation Centre Services:**

The Rivne Rehabilitation Centre will become Ukraine’s only recognised national specialised centre for post-acute spinal cord injury and traumatic brain injury care. It currently has 240 beds in total, of which 50 beds are used for people with SCI and/or TBI. The remaining 190 are used for general rehabilitation, surgery, and nephrology. There are six beds reserved for the Intensive Care Unit. At present, the centre is only accepting referrals relating to the war and caregivers can be accommodated. The centre has a sports area and a swimming pool. Currently, there is no peer support program or community follow up of patients.

The multi-disciplinary international rehabilitation team will include the following team profiles: Physical and Rehabilitation Medicine Physician with a specialisation in spinal cord injury; specialist spinal cord injury rehabilitation nurses; specialist Physiotherapists; and clinical psychologists.

**2. Deliverables**

The Occupational Therapist (OT) is expected to work in close collaboration and coordination with the other members of the WHO multidisciplinary rehabilitation team, the Rivne Rehabilitation Centre staff team and rotational staff teams from the secondary level SCI hospital facilities.

They will provide peer to peer learning opportunities and teaching (both classroom and practical based), for rehab staff, to enable patients to maximise their independence and functioning. The OT will demonstrate a variety of techniques that can assist a patient with achieving maximum independence, which may include, but not limited to:

- Assessment of functioning using relevant standardised and non-standardised tools
- Upper limb therapy



- Provision of splints
- Task adaptation
- Environmental modification
- ADL retraining, including prescription of assistive technologies
- Seating assessment and prescription of wheelchairs, cushions, and postural supports
- Education of family members/caregivers
- Support and planning for discharge home and long term support needs.

### Deliverables

	Descriptor	Timeline
1	Participate in the daily routine and activities of the Rivne rehabilitation centre	Daily Mon-Fri
2	Provide technical input into the equipment procurement plan with the other members of the multidisciplinary team under the direction of the WHO SCI Project Coordinator.	End October
3	Prepare a training and peer education package, as part of the wider multidisciplinary training package for delivery to the staff team within the Rivne rehabilitation centre.	End November
4	Train and peer educate 20 staff in the Rivne rehabilitation center.	End December
5	Evaluate the first training and peer education package and incorporate the learning.	End December
6	Support the Rivne rehabilitation centre staff team to train and educate additional staff from 4 secondary acute hospitals.	End March
7	Evaluate each subsequent training and peer education package delivered and continue to incorporate the learning.	End Jan, Feb & March
8	Weekly reporting on activities undertaken e.g., number of bedside teachings, number of staff taught, observations etc.	Weekly (Each Friday)
9	Participate in weekly multidisciplinary rehabilitation team planning meetings	Weekly
10	Any other requests that are deemed appropriate by the WHO SCI Project Coordinator and or WHO CO Technical Officer, Disability and Rehabilitation.	As requested, and agreed

### 3. Contract duration

Start date **1 October** 2022 – 31 March 2023 (\*6-month contract)

\*May consider a shorter 3-month contract, dependent on the level of skills and experience.

### 4. Qualifications, experience, skills, and languages

#### Essential qualifications:

- An internationally recognised bachelor's degree in Occupational Therapy
- Current registration with the applicants home country professional regulatory body

#### Experience:

##### Essential:

- At least 5 years' experience working as part of a multidisciplinary rehabilitation team in acute and sub-acute rehabilitation management phases of patients with spinal cord injuries and traumatic brain injuries.



<p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>○ At least 3 years' experience working with international organizations in training and education in Occupational Therapy.</li><li>○ Work experience in WHO or another international humanitarian health organization.</li></ul> <p><b>Essential skills/Knowledge:</b></p> <ul style="list-style-type: none"><li>○ Excellent teaching skills, including classroom based and ward/practical based.</li><li>○ Excellent communication and listening skills.</li><li>○ Excellent ability to work as part of a team.</li><li>○ Ability to work in low resource health settings and able to respectfully navigate language and cultural diversity.</li><li>○ Strong oral and report-writing skills (in English).</li><li>○ Able to demonstrate full alignment with the humanitarian principles at all times.</li></ul> <p><b>Essential IT Skills:</b> Effective use of Microsoft Excel, Outlook, OneDrive, PowerPoint, Teams and SharePoint</p> <p><b>Languages</b> Excellent knowledge of oral and written English. Knowledge of Russian and/or Ukrainian would be an asset.</p>
<p><b>5. Supervision</b></p>
<p><b>Supervision responsibilities:</b> None</p> <p><b>Functional reporting line management:</b> WHO Rehabilitation Project Coordinator</p> <p><b>Technical reporting line management:</b> WHO CO Technical Officer, Disability and Rehabilitation.</p>
<p><b>6. Location</b> (including in-country missions, if any)</p>
<p>The consultant will be based in Klevan City and will work in the Rivne Rehabilitation Centre, (the north-west of Ukraine) approximately 2 hrs 45 minutes from L'viv.</p> <p>Only upon discussion and agreement with the WHO CO Technical Officer, Disability and Rehabilitation, the consultant may be asked to work off site in a secondary hospital facility,</p> <p><b>Full medical clearance</b> will be required prior to travel to Ukraine.</p>
<p><b>7. Remuneration and budget</b> (travel costs excluded)</p>
<p>Number of working days: 5 per/week on a 3- or 6-month contract.</p> <p>The remuneration package is based on classified requirements of the Terms of Reference and of the individual consultant. The successful applicant will be offered a monthly payment in addition to a daily allowance, based on their academic and professional experience. Consultant salary grades are in accordance with WHO's consultant pay band ranges; payment will be made in USD.</p>