**Terms of References**

**Senior Psychologists for MHPSS COVID-19 Emergency Response**

Mental Health and Psychosocial Support (MHPSS) Program

Directorate General Health Services (DGHS) Khyber Pakhtunkhwa

1. **Project Rationale:**

In the context of the current COVID-19 pandemic, Health Department KP with the collaboration of UNICEF has designed the MHPSS COVID-19 Emergency Response. The response aims at providing standardized MHPSS services to the general community, people suffering from COVID-19, as well as their care givers through strategic communication and psychosocial interventions.

1. **Summary Description**

The MHPSS COVID-19 Emergency Response plan aims to deploy Psychologists at the DHO Office in 6 Divisions of KP i.e. Mardan, Mansehra, Swat, Kohat, D.I. Khan, and Bannu. The deployment of the Psychologists aimed at strengthening the District Health Offices for effectively and efficiently managing the MHPSS COVID-19 response at these divisions and providing psychosocial support services as required. While, the Psychologists are placed at the divisional headquarters their responsibilities spreads across all districts and communities, including newly merged districts, within the divisions concerned.

1. **Scope & Deliverables**

Psychologist shall provide psychosocial support services in the MHPSS COVID-19 Emergency Response through performance of the following duties:

* 1. **Mental Health and Psychosocial Support Service Provision**

1. ***Clinical***
2. Assess and provide psychotherapeutic interventions in the context of COVID-19 emergency, by using standardized clinical protocols to a range of population including the general community, individuals infected with COVID-19, individuals suspected of being infected with COVID-19, caregivers of individuals infected with COVID-19, as well as frontline workers dedicatedly operating in the COVID-19 emergency. The services will be all inclusive regardless of gender and age segregation, and will also be available for high-risk and vulnerable population. The services will be provided to the relevant communities and clients as directed by the DHO or at the discretion of the Health Department KP. The psychologist(s) should be well trained in the following clinical areas:

* Depression
* Anxiety
* Psycho-somatic illness
* Trauma and grief resolution
* Disruptive Behavior in children
* Age related mental health problems

1. Proficiency in designing and following psychological intervention plans in collaboration with colleagues within the MHPSS Program, at the DG Health Office.
2. Convene regular supervision meetings within district and with Senior Psychologist PMU – DG Health Office to finalize and agree follow-up plans for the clients.
3. Provide psycho-education as and when needed to the families and clients.
4. Ensure the provision of family support and outreach services as and when needed.
5. Is adept at providing psychotherapeutic services via various modalities including in-person/face to face, telephone, audio/video conferencing online, etc.
6. Has the ability to conduct and manage group sessions, is well versed in the rules of group therapy.
7. Is proficient in effective communication and delivery of training sessions (including Psychological First Aid for COVID-19) to healthcare professionals, other frontline workers as well as general community (lay persons).
8. ***Professional***
9. Monitor and evaluate the scope of delivery of psychological services to ensure they are to the required standards.
10. Identify the gaps in service provision at field level and report accordingly with recommendation to the DHO and PMU – DG Health Office.
11. Cooperate in clinical audits by the PMU as required.
12. Maintain sound coordination with the focal person at designated COVID-19 healthcare facilities in the the concerned districts.
13. Responsible for maintaining the client data base (MR code entry register, follow-up session entry registers) of the respective district.
14. Responsible for timely daily, weekly and monthly data submission to PMU and entry into the data information system (when available).
15. Monthly submission of separate outreach reports, and training reports.
16. ***Health Promotion***
17. Discuss psychological care plans as needed with peers as well as other professionals.
18. Conduct community sensitization under the overall guidance / support of PMU within their divisions.
19. Dissemination of IEC material and MHPSS messages as required by DHO office and at the discretion of Health Department KP.
20. Establishing liaison with relevant COVID-19 frontline workers and health administration and other relevant stakeholders and partners.
21. ***Management***
22. Responsible for maintaining the client data base of the respective district.
23. Responsible for ensuring that junior psychologists maintain their client data regularly.
24. Responsible for maintaining the decorum of the MHPSS district staff in terms of staff presence, duty timings, cleanliness and other administrative matters.
    1. **Training and Professional Development Duties**
25. Provide guidance and supervision to the frontline care workers as and when needed.
26. Call regular supervision meetings with their respective staff, share relevant informative material with their staff to guide their clinical practice.
27. **Reporting**

The Senior Psychologist shall directly report to the Senior Psychologist PMU on (technical issues) and District Health Officer (DHO) (on other issues of concern).

The incumbent shall develop and keep up to date weekly / monthly planners of the activities of their respective staff in consultation with the psychologists and to ensure that all activities are strictly by the weekly/ monthly plan and any changes be reported in advance to the PMU.

1. **Contracting**

The Senior Psychologist will be contracted by ASK Development and will work under the direct supervision of the Directorate General Health Service, Khyber Pukhtunkhwa.

1. **Time Frame**

The position is for the duration of the MHPSS COVID-19 Emergency Response plan i.e. until end March 2022. Although through biannual performance evaluations, Directorate General Health Services reserves the right to termination of services as per the evaluation results.

1. **Qualifications/Experience required**

* The candidate should have B.S. Honors/M.Sc. Degree in Psychology with Diploma in Clinical Psychology (1 year). OR an MS/MPhil degree in Clinical Psychology
* He / She should hold at least 5 years of recent experience in clinical psychology
* Have excellent management, communication, and report writing skills and able to develop and share success stories on regular basis
* Multilingual (Preferably Pushto, English, Urdu, Hindko & Punjabi)
* Follows instructions strictly
* Should not be reluctant to field visits

**Note:** These Terms of Reference are intended only as a guide to the duties involved and may be modified to meet changing needs. The post holder will be expected to be flexible in his/her role and responsibilities to work more effectively.