

TERMS OF REFERENCE

Mission No. 16SANIN107

I. General information

Title of the expertise mission	Support the relocation of the National Reference Laboratory			
Component	Tuberculosis			
Issue(s)				
Beneficiary	CCM Albania			
Country	Albania			
Related Global Fund Grant	Total Signed Amount	Implementation Period	Grant Rating	Period of latest rating
NFM HIV/TB CN application	Grant Making stage	N/A	N/A	N/A
Total number of working days	41 working days			
Contact at Expertise France	Focal Point		Contact Details	
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II. Background of the expertise mission

Since 2005, Albania has implemented a Global Fund-supported tuberculosis (TB) program under Round 5. The TB laboratory network in Albania is composed of 17 peripheral laboratories that perform sputum direct microscopy. They are in good physical condition and equipped with binocular microscopes and reagents sufficient for the bacteriological diagnosis of TB patients. During 2013-2014 there has been a decrease in laboratory funds for reagents. This has caused an absence of the BACTEC MGIT system reagents in the laboratory during this period, and resulted in performing a limited quantity of drug susceptibility tests during 2013, whereas during 2014 those have been performed only for relapse cases or specific cases.

In 2015, Albania has succeeded at the new round of the Global Fund application and has entered now in a HIV/TB grant making phase of negotiation. TB interventions are included. With the new Global Fund grant, the system for TB laboratory testing will be revised and improved. All samples will be sent to the National TB Reference Laboratory (NRL) located at the University Hospital Shefqet Ndroqi (UHSN) in Tirana. NRL will be responsible for the rapid diagnosis of TB and MDR-TB by GeneXpert and drugs susceptibility testing (DST) through line probe assay (LPA) and liquid DST as well

as for reporting the results from central level to the peripheral level. GeneXpert will be covered by Global Fund for the full 3 years of the grant.

In order to implement these actions and enhance their efficiency, the NRL will be relocated in part of the new premises of the UHSN. The determination the location has to be done with expert advise on the organization of the laboratory work, the need/use/maintenance of TB-related laboratory new and old equipment and the airborne infection control, including the adaptation of the laboratory layout design and the installation of a sustainable mechanical ventilation. The improvement of the TB laboratory network in the country will also require to revise its organization, equipment and staffing, biosafety, transport of samples and internal and external quality assurance.

III. Objective and expected results

1) General objective of the expertise mission

The main objective of the mission is to improve the efficiency of TB laboratory diagnosis in Albania.

2) Specific objectives

Objective 1: Provide technical support to the relocation of the National TB Reference Laboratory in the new premises of the University Hospital Shefqet Ndroqi.

Objective 2: Provide technical support for the increase efficiency of the TB laboratory network in the country.

IV. Description of the expertise mission

1) Description review process

The following activities will be conducted by the technical experts:

A. Objective 1: Provide technical assistance to the relocation of the National TB Reference Laboratory in the new premises of the University Hospital Shefqet Ndroqi

A1. Assessment of actual status of infection control (visit of the actual and new NRL, protocol review, meeting with staff);

A2. Design the layout of the NRL in the new premises (rooms, doors, workflow, contamination control for molecular assays etc.);

A3. Design of the mechanical ventilation, maintenance/service of all lab equipment;

A4. Design the operational plan of the move of the NRL;

A5. Develop revise new guidelines for infection control and biosafety in the new laboratory; and

A6. Revise the list of laboratory equipment needed for the effective and efficient work of the NRL.

B. Objective 2: Provide technical assistance for the increase efficiency of the TB laboratory network in the country

B1. Development of the infection control guidelines for the TB laboratory network, including the transport of samples;

B2. Revise the national TB laboratory network; and

B3. Revise the national guidelines for TB laboratory internal and external quality control.

2) Expected deliverable

- Recommended layout of the NRL in the new hospital premises and a preliminary list of the civil work required;
- List of new laboratory equipment, consumables and spare parts to be procured during the life time of the Global Fund grant;
- Design of the mechanical ventilation of the NRL and its running costs;
- Revised guidelines for TB laboratory investigation and for airborne infection control; and
- Mission report including recommendations.

3) Coordination

The TB experts will work closely with the CCM and the Tuberculosis National Program. Experts should meet representatives of the French Embassy at the Department of Cooperation and Cultural Action (SCAC) at the beginning and at the end of the mission to present the objectives of the mission and debrief on the conclusions and recommendations.

V. Place, duration and implementation details

- 1) **Start date: ASAP.**
- 2) **End date:** End of April, depending on actual start date.
- 3) **Effective duration :** 41 working days
- 4) **Provisional timetable:**

Activities	Location	Duration (H/J)	Duration (H/J)	Duration (H/J)
		Expert 1 Clinical Mycobacteriology Specialist	Expert 2 TB Infection Control Specialist	National Expert
Desk review of the relevant country documents	Home	4	4	0
Evaluate the UHSN and prepare gaps and bottlenecks	Albania	2	2	2
Design the plan to reallocate the NRL	Albania	2	2	2
Cost estimation and integrated action plan and other works	Albania	3	3	3
Clarifications from Home	Home	5	5	0
Mission report	Home	1	1	0
Total		17	17	7

The following timetable is provisional and will be adjusted by the expert, depending on the actual start date, in close collaboration with the NTP and the evaluation team.

VI. Expertise and profile

- 1) **Number of experts : 3**

2) Expert Profile:

EXPERT 1. CLINICAL MYCOBACTERIOLOGY SPECIALIST

Qualifications and skills:

- Clinical Mycobacteriology Specialist, MD background, training in public health and/or infectious diseases with an emphasis on TB.
- Excellent skills in:
 - Strategic analysis and planning;
 - Facilitation skills and effective communication with multiple stake-holders;
 - Multitasks and multi-stakeholders' coordination under tight deadline;
 - Team work and consensus building ;
- Strong strategic information related to TB ;
- Excellent command of English, written and spoken.

General Professional Experience:

- At least 15 years of experience in Clinical Mycobacteriology, Management of TB laboratory
- Experience in middle income countries, preferably knowledge and experience working in Albanian context
Strong initiative and self-discipline, and a proven track record of completing and submitting work within deadlines.

EXPERT 2. TB INFECTION CONTROL SPECIALIST

Qualifications and skills:

- Qualification on laboratory TB Infection Control and design of ventilation system, with engineering background.
- Excellent skills in:
 - Strategic analysis and planning;
 - Facilitation skills and effective communication with multiple stake-holders;
 - Multitasks and multi-stakeholders' coordination under tight deadline;
 - Team work and consensus building ;
- Strong strategic information related to TB ;
- Excellent command of English, written and spoken.

General Professional Experience:

- Engineering background with more than 10 years of experience in TB Infection Control, design of ventilation system and maintenance.
- Experience in middle income countries. Preferably knowledge and experience working in Albanian context
- Strong initiative and self-discipline, and a proven track record of completing and submitting work within deadlines.

EXPERT 3: NATIONAL EXPERT:

Qualifications and skills:

- Clinical Mycobacteriology Specialist, MD background, training in public health and/or infectious diseases with an emphasis on TB.
- Excellent skills in:

- Strategic analysis and planning;
- Facilitation skills and effective communication with multiple stake-holders;
- Multitasks and multi-stakeholders' coordination under tight deadline;
- Team work and consensus building ;
- Excellent knowledge of Albanian Public Health system and familiarity/ experience working with Tuberculosis National program is desirable;
- Excellent command of English and Albanian, written and spoken;
- Excellent writing skills and competency in computer applications.

General Professional Experience:

- Expertise in Clinical Mycobacteriology, Management of TB laboratory;
- Public health background with more than 10 years of experience, experience in TB Infection Control preferred.

VII. Mission Report

A final report is due at the end of the mission within 30 days of the return from the mission.

Language of the report: English

Report terms: report will be sent by email to Expertise France.

VIII. Practical Information

Working space and meeting room with internet access will be arranged at the National TB program premise.