



Expression of Interest (EOI)

Consultancy Services: Development of a Training Manual for Neonatal Hearing Screening

Organization: National Federation of the Deaf Nepal (NDFN)

Project: Health and education, Nepal: giving marginalised children and young people with deafblindness the chance to thrive (Hollyhock)

1. Background

The National Federation of the Deaf Nepal (NDFN) is committed to ensuring early detection and intervention for children with hearing loss. Following the Ministry of Health's 2025 directive making neonatal hearing screening mandatory, NDFN, in collaboration with Sense International, is launching a pilot program at Morang Koshi Hospital. To ensure the sustainability and quality of this program, there is an urgent need for a standardized, high-quality training manual for health professionals (nurses, paramedics, and community health workers) on the operation of screening devices and the implementation of screening protocols.

2. Objectives of the Consultancy

The primary purpose of this consultancy is twofold: first, to conduct a **comprehensive scoping study** of the current neonatal hearing screening landscape; and second, to develop a **standardized Training Manual** to build the capacity of healthcare providers.

1. Primary Deliverables

- **Scoping Report:** Analyze existing newborn hearing screening data, national policies, implementation challenges, and referral pathways to provide evidence-based recommendations.
- **Training Manual:** Create a user-friendly, comprehensive resource for hospital staff and community health workers to standardize screening practices.
- **Pilot Implementation:** Deliver a pilot training program to validate the manual and assess trainee competency.

2. Training Outcomes

- The training manual will equip hospital staff and community health workers to:



- **Internalize the "1-3-6" Rule:** Understand and apply the global standard for early intervention: Screening by 1 month, Diagnosis by 3 months, and Intervention by 6 months.
- **Master Technical Equipment:** Gain proficiency in operating Otoacoustic Emission (OAE) and Auditory Brainstem Response (ABR/BERA) devices.
- **Ensure Clinical Safety:** Perform neonatal otoscopy while strictly adhering to hygiene and safety protocols.
- **Streamline Data Management:** Accurately record screening results, track patient progress, and navigate referral pathways for suspected cases.

3. Scope of Work

The consultant will be responsible for the following:

- **Literature Review:** Review existing WHO guidelines, MoHP protocols, and Other Hospital experience to ensure alignment.
- **Manual Development:** Draft a manual including modules on:
 - Basic Anatomy of the Infant Ear.
 - Step-by-step technical operation of OAE/BERA machines.
 - Screening process/protocol
 - Screening report development (template)
 - Troubleshooting common equipment errors.
 - Counseling and communicating results to parents/families.
 - Reporting and Referral mechanisms.
- **Visual Aids:** Incorporate diagrams, checklists, and "Quick Reference Cards" for busy clinical environments.
- **Validation:** Facilitate a one-day workshop with NDFN and clinical experts to review and finalize the manual.
- **Language:** The manual must be developed in English, with a summary or key instructions translated into Nepali.

4. Deliverables



1. **Inception Report:** Detailing the methodology and work plan.
2. **Draft Training Manual:** For review by NDFN and technical partners.
3. **Final Training Manual:** Including a "Training of Trainers" (ToT) guide and participant handbooks.
4. **Reporting Templates:** Standardized forms for screening results and patient tracking.
5. Deliver a pilot training program to validate the manual and assess trainee competency.

5. Required Qualifications

- **Otolaryngologist/Audiologist/Medical Doctor** with at least 15yrs of experience in health sector.
- Has been involved in the development of Training manuals.
- Familiarity with the Nepalese healthcare system and the specific challenges of rural/outreach clinics.
- Excellent writing and communication skills in both English and Nepali.

6. Application Process

Interested consultants or firms are invited to submit the following:

- **Technical Proposal:** Outline of the proposed manual structure and timeline.
- **Financial Proposal:** Total cost including taxes.
- **CV/Profile:** Highlighting relevant previous work (attach samples of similar manuals if possible).
- **References:** Contact details for two previous clients.

Submission Deadline: 28th Mar 2026

Submit to: National Federation of the Deaf Nepal

Email: vacancy@deafnepal.org.np

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Santosh KC

