

**TERMS OF REFERENCE**  
**PERFORMANCE AUDIT OF MEDICAL TEACHING INSTITUTIONS**

**1. INTRODUCTION**

Regulation of healthcare services is a priority of the Government of Khyber Pakhtunkhwa and in order to ensure quality of care and safety in health care system, the provincial government established the Khyber Pakhtunkhwa Health Care Commission (KP-HCC), as body corporate through the Khyber Pakhtunkhwa Health Care Commission Act, 2015. The Act envisages regulation of both public and private health care establishments in the province to improve quality.

The commission is mandated to provide protection to the people of the province in securing their right to quality healthcare through eradication of quackery and other malpractices, and setting standards for all types of medical practice, including but not limited to allopathic and alternative medicines. KP HCC carries out this function through registration and licensing of the health care establishments and additionally providing a platform where the peoples' grievances regarding healthcare are addressed.

**2. SCOPE OF WORK**

The Government of Khyber Pakhtunkhwa has granted autonomy to the Medical Teaching Institutions (MTIs) through the Khyber Pakhtunkhwa Medical Teaching Institutions Reforms Act, 2015. The Act was passed as a means to improve performance, enhance effectiveness, efficiency and responsiveness for the provision of quality healthcare services to the people. It also mandates monitoring of performance by the Department of Health when deemed necessary. The Act was initially implemented in the Lady Reading Hospital Peshawar, the Khyber Teaching Hospital Peshawar, the Hayatabad Medical Complex Peshawar, Mardan Medical Complex Mardan and Ayub Teaching Hospital, Abbottabad which was extended gradually to five other tertiary care hospitals of the province.

The Health Care Commission intends to conduct an independent third-party performance audit of the MTIs and its allied institutions. The Commission will engage a qualified and experienced consulting firm for this purpose. In phase 1, quality and performance audit of patient care and support services, provided by the four Medical Teaching Institutions namely, Hayatabad Medical Complex, Lady Reading Hospital, Khyber Teaching Hospital, and Ayub Medical Complex and their allied institutions shall be conducted. The assignment may be extended to phase 2 for performance audit of the remaining MTIs in the province. Phase 1 will consist of two rounds of quality and performance audit of the four MTIs and their allied institutions. Round 1 will serve as the baseline. Round 2 will be conducted after six months to give sufficient time to MTIs for improvement and implementation of the interventions identified during the first round. The number of rounds in phase 1 may be increased, if deemed necessary by KP HCC.

**i. MTI Hospitals**

The hospitals attached to MTIs will be assessed through the Minimum Service Delivery Standards (MSDS) for Category 1 Health Care Establishments (HCEs). There are ten functional areas, given in the MSDS reference manual and the hospitals will be assessed in all the ten areas. Every functional area has several standards, which are assessed through a set of indicators. The mentioned MSDS reference manual is available on the website of the Commission. The manual contains the survey process, scoring criteria and guidelines for assessment.

**ii. MTI Colleges**

Some of the MTIs have undergraduate and postgraduate colleges and the standards related to the colleges, provided in the MSDS shall be used for performance audit of the colleges. The following three functional areas will be added:

- a. Undergraduate Medical Education
- b. Postgraduate Medical Education

c. Research

The consulting firm will conduct quality and performance audit of the MTIs and allied institutions, and will submit a comprehensive report to the Commission for each round, identifying gaps and recommendations for improvements.

### **3. SHORTLISTING CRITERIA FOR CONSULTING FIRMS**

The consulting firms may apply as a single organization or as Joint Ventures (JVs). The firms applying as JVs will be assessed jointly and will be shortlisted according to the following criteria:

- i. Registration with Security & Exchange Commission of Pakistan or other relevant registration body;
- ii. Registration with Khyber Pakhtunkhwa Revenue Authority;
- iii. Active consultancy firm for at least the last five years;
- iv. At least five quantitative and qualitative research projects completed;
- v. At least one completed performance audit of a health care establishment or one completed project of quality standards implementation in hospital or one completed evaluation project in the health sector;
- vi. Sufficient financial capability, having at least 20 million PKR yearly turn over with audited financial statements available for the last three years.
- vii. Not blacklisted by any Government Department.

### **4. REQUIRED DOCUMENTS**

Interested firms should submit the following details:

- i. Profile of consulting firm;
- ii. Details of similar assignments undertaken and in hand;
- iii. Bank account statements of the past 3 year;
- iv. Copies of Audited Financial Statements of the past 3 years;
- v. Copy of registration/accreditation with the relevant regulatory body;
- vi. National Tax Number;
- vii. No-conviction certificate, submitting an attested affidavit stating that they are not blacklisted by any Government Department.

Expression of Interest with covering letter should reach at the following addressed within two weeks of the date of publication.

In case of any queries regarding the assignment, please email at [procurement.hcc@kp.gov.pk](mailto:procurement.hcc@kp.gov.pk) or call 091 9217013.

The Chief Executive Officer  
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