

Knowledge transfer consulting on the care management model based on Japanese experience to support the development of Colombia's National Care System**Post of Duty: Colombia**

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a consultant with in-depth knowledge of care management principles, theories, and practices, with a specific understanding of the Japanese model. The main goals of this consultancy is to transfer knowledge and best practices on care management, based on the Japanese experience, to professionals in the health and social inclusion sector in Colombia.

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

SPH is tasked with the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection (safety nets and transfers and services for social inclusion which include early childhood development, youth programs, care services for dependency, among others), health (health capital investment strategies, health networks strengthening, health system financing, organization and performance, etc.) and nutrition.

What you'll do:

- Design a comprehensive agenda for virtual classes, workshops, or webinars, integrating insights and lessons learned from Japan's care management system.
- Deliver engaging and interactive virtual sessions covering topics such as care assessment, planning, coordination, monitoring, and evaluation, with reference to the Japanese experience.
- Provide practical examples, case studies, and relevant resources from Japan to illustrate key concepts and enhance learning outcomes.
- Facilitate discussions and knowledge-sharing sessions to encourage active participation and peer-to-peer learning, informed by Japanese best practices.
- Offer guidance and support to participants in applying acquired knowledge and skills, adapting them to the Colombian context while drawing on lessons from Japan.

Deliverables and Payments Timeline:

- Deliverable 1: Workplan and schedule for the virtual workshops on care management

- Deliverable 2: Detailed agenda outline for virtual classes, workshops, or webinars, incorporating insights from Japan's care management model.
- Deliverable 3: Presentation materials, handouts, and other relevant resources for each session, with references to Japanese best practices.
- Deliverable 4: Final report summarizing key insights, outcomes, and recommendations for future initiatives, with a specific focus on how lessons from Japan can inform the implementation of the National Care System in Colombia.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	25%	Month 1
Deliverable 2	25%	Month 1
Deliverable 3	25%	Month 2
Deliverable 4	25%	Month 4

The exact schedule will be determined in consultation with the consultant and relevant stakeholders, with consideration given to time zone differences between Colombia and Japan

What you'll need

- **Education:** Ph.D./ Master/Bachelor's degree (or equivalent advanced degree) in XXX, XXX, XXX, or other fields relevant to the responsibilities of the role.
- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in English.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 4 months
- **Work Location:** Remote.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.

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Our Human Resources Team reviews carefully every application.

About the IDB Group

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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About IDB Lab

Is the innovation laboratory of the IDB Group. We mobilize financing, knowledge, and connections to drive innovation for inclusion in Latin America and the Caribbean. We believe innovation is a powerful tool that can transform our region, providing today unprecedented opportunities to populations that are vulnerable due to economic, social, or environmental factors. IDB Lab has a commitment to gender quality and diversity as part of its development mandate. The Strategy and Impact unit supports IDB Lab in the development of strategy, connections and knowledge, and impact measurement and reporting.

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About IDB Invest

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Expert Consultancy on Long-Term Care for the implementation of the Colombian National Care System**Post of Duty: Colombia**

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About this position

We are looking for a consultant with experience and expertise in long-term care policies, programs, and systems, with a focus on aging and elderly care. The main goals of this consultancy are: (i) provide advice and guidance to national and local level authorities on the implementation of key components of the National Care System, with a focus on long-term care; and (ii) support the IDB technical team in identifying priorities, challenges, and opportunities for the technical cooperation aimed at the implementation of the Colombian National Care System

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

SPH is tasked with the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection (safety nets and transfers and services for social inclusion which include early childhood development, youth programs, care services for dependency, among others), health (health capital investment strategies, health networks strengthening, health system financing, organization and performance, etc.) and nutrition.

What you'll do:

- Providing technical advice and recommendations to national and local level authorities on the establishment and operation of care community conferences, based on lessons learned from Japan and other relevant international experiences.
- Advising on the articulation of services for the elderly, including the integration of health, social, and long-term care services to ensure comprehensive and person-centered care.
- Collaborating with the IDB technical team to identify priority areas for technical cooperation, develop work plans, and monitor progress towards agreed-upon objectives.
- Participating in meetings, workshops, and other events organized by the IDB technical team to facilitate knowledge exchange, capacity building, and coordination among stakeholders

Deliverables and Payments Timeline:

- Deliverable 1: Workplan and schedule for the workshops/seminars on community care conferences

- Deliverable 2: Workshop/seminar agendas and materials for community care sessions developed and finalized.
- Deliverable 3: Summary report and key findings from community care sessions developed.
- Deliverable 4: Document with recommendations for the development of care community conferences in Colombia prepared and submitted to the IDB team and the articulation of care services for the elder in local municipalities
- Deliverable 5: Final report with key insights, outcomes, and recommendations for future initiatives, with a specific focus on how lessons from Japan can inform the implementation of the National Care System in Colombia.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	25%	Month 3
Deliverable 4	10%	Month 6
Deliverable 5	25%	Month 8

The exact schedule will be determined in consultation with the consultant and relevant stakeholders

What you'll need

- **Education:** Ph.D./ Master/Bachelor's degree (or equivalent advanced degree) in XXX, XXX, XXX, or other fields relevant to the responsibilities of the role.
- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in English.

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Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 8 months

- **Work Location:** Remote.

Our culture

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Expert Consultancy on Long-Term Care for the design of a training curriculum for caregivers of elderly individuals**Post of Duty: Colombia**

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About this position

We are looking for a consultant with experience and expertise in long-term care policies, programs, and systems, with a focus on aging and elderly care. The consultant will be responsible for developing a detailed training curriculum for caregivers, with a specific focus on the role and profile of a care manager inspired by Japan's long-term care experience. The curriculum will aim to improve care coordination, decision-making, and quality of life for elderly individuals

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

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What you'll do:

- Conduct a literature review and analysis of Japan's care manager role within the LTC system, identifying key competencies and best practices that can be adapted to the local context.
- Design a comprehensive training curriculum for caregivers, including modules on care coordination, personalized care planning, assessment techniques, communication with families and healthcare providers, and ethical considerations.
- Develop teaching materials, including presentations, case studies, guidelines, and practical tools for caregivers.
- Facilitate pilot training sessions for a select group of caregivers and provide feedback to further refine the curriculum.
- Prepare a final report outlining the curriculum development process, lessons learned, and recommendations for scaling up the training program.

Deliverables and Payments Timeline:

- Deliverable 1: A work plan detailing the methodology, timeline, and key milestones.

- Deliverable 2: Literature Review Report: An analysis of Japan's long-term care system and care manager profile
- Deliverable 3: Comprehensive caregiver training materials, including modules, case studies, and tools
- Deliverable 4: Delivery of pilot sessions and feedback collection
- Deliverable 5: Documentation of the development process, training outcomes, and recommendations for program scaling

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	25%	Month 3
Deliverable 4	10%	Month 6
Deliverable 5	25%	Month 8

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What you'll need

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- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

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Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 5 months
- **Work Location:** Remote.

Our culture

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About IDB Invest

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Selection process #CO-T1741-P001

TERMS OF REFERENCE

Design and Implementation of Training for Caregivers of Elderly Individuals in Four Municipalities in Colombia

Colombia

ATN/XXXX-XX-XX

CO-T1741

Apoyo para la implementación del Sistema Nacional de Cuidado

1. Background and Justification

- 1.1.** Colombia, like other Latin America and the Caribbean countries, is experiencing an accelerated aging process. The percentage of the population aged 65 and over grew from 3% to 10% between 1960 and 2020. In just 25 years, the proportion of the population over 65 is expected to double to 20%. In Europe and other countries such as the United States, this process took more than 55 years. Although the aging of the population is associated with a fall in fertility rates and an increase in life expectancy, the demographic transition is accompanied by an increase in Non-Communicable Chronic Diseases and an increase in functional dependency. In Colombia, about 625 thousand million people over 65 years of age have some degree of functional dependency and it is estimated that this number may double in the next 10 years (Aranco, Stampini & Ibarrarán,2022). In the medium and long term, this will translate into an increase in the demand for care and attention services for the elderly population in the country.
- 1.2.** Additionally, the structure of families in Colombia has changed in recent years. According to the National Census, about 12% of households in the country are single-person households of people over 60 years of age. This is important, considering that households are the main care providers for this population. A study by Villalobos et al. (2022) indicates that between 2020 and 2035, the number of unpaid family caregivers of functionally dependent elderly people should increase by 91.6%, from 625,000 to 1,981,329.
- 1.3.** Colombia has a regulatory framework that regulates the care for the elderly and defines the requirements that institutions providing care services to this population must have regarding infrastructure, human talent, care plans, among others. These institutions include day centers, long-stay centers and other care centers. However, there is no consolidated information to determine the supply and characteristics of the services provided by these institutions, as well as the human talent dedicated to these activities. The little evidence available indicates that coverage is insufficient and is concentrated mainly in urban areas.

1.4. In this context, the Ministry of Health and Social Protection led the formulation of the National Policy on Aging and Old Age, with the objective of guaranteeing the necessary conditions for healthy aging and the experience of a dignified, autonomous, and independent old age. This policy has a strategic component oriented to education, training and research related to aging. Among the actions of this axis are the education and training of families and formal and informal caregivers. It seeks to develop skills, good practices and techniques for the care of the elderly, especially those with functional dependency, mental health illnesses or other physical and emotional conditions. To this end, the Ministry will promote the development of different programs and policies for the training of caregivers.

2. Objectives

The consultancy firm will be responsible for designing and implementing a comprehensive pilot training program for caregivers of elderly individuals. The program should be tailored to the needs of the local context and delivered in at least four municipalities in Colombia.

3. Key Activities

3.1. Conduct a needs assessment to identify the specific training requirements of caregivers in the selected municipalities. This should involve consultations with local healthcare providers, caregivers, elderly care institutions, and municipal authorities.

3.2. Based on the needs assessment, design a comprehensive training curriculum covering key areas such as:

- Emotional and psychological support for elderly individuals.
- Care coordination and communication with healthcare professionals and family members.
- Prevention and management of common elderly health issues (e.g., mobility challenges, chronic conditions).
- Ethical and legal considerations in elderly care.

3.3. Deliver the training to caregivers in the selected municipalities. The firm will be responsible for organizing logistics, providing materials, and ensuring that the training is delivered effectively in each location. The training should be practical, interactive, and adapted to the local context and language.

3.4. Provide regular progress reports to [the institution], along with a final report summarizing the outcomes of the training program, lessons learned, and recommendations for scaling the program to other municipalities.

4. Expected Outcome and Deliverables

To achieve the expected goals, the deliverables are:

- 4.1. Deliverable 1. Detailed work plan outlining the methodology, timeline, and municipalities selected for the training
- 4.2. Deliverable 2. Findings from the diagnosis phase, including identified training needs and gaps in caregiver capacities
- 4.3. Deliverable 3. Complete curriculum with modules, case studies, and practical tools, as well as all necessary training materials
- 4.4. Deliverable 4. Implementation of training in at least four municipalities, with clear documentation of participant attendance, feedback, and training outcomes
- 4.5. Deliverable 5. Comprehensive report detailing the implementation process, results of the evaluation, and recommendations for future initiatives

5. Project Schedule and Milestones

6.1 The execution term of the consultancy will be 6 months.

<i>Deliverables</i>	<i>Term</i>
<i>Deliverable 1</i>	<i>Month 1</i>
<i>Deliverable 2</i>	<i>Month 1</i>
<i>Deliverable 3</i>	<i>Month 2</i>
<i>Deliverable 4</i>	<i>Month 4</i>
<i>Deliverable 5</i>	<i>Month 5</i>

6. Reporting Requirements

6.1. Deliverables are required to be presented to Ministry of Equity and Equality and the IDB staff prior to approval. Also, the consulting firm must present one printed copy for Ministry of Equity and Equality and a digital version to the IDB.

7. Acceptance Criteria

7.1. Each deliverable must be presented and approved by PS in the specified term.

8. Other Requirements

- 8.1. At least 10 years of experience in developing and delivering training programs in the health or social services sectors, preferably with a focus on elderly care.
- 8.2. Proven experience in designing and implementing projects in multiple locations simultaneously, particularly in rural or underserved areas.
- 8.3. Experience in working with municipal governments, health institutions, and caregivers in

HRD Terms of Reference

ANNEX A

Colombia or similar contexts.

- 8.4. Strong expertise in geriatric care, health training, and capacity-building programs.
- 8.5. Ability to deliver training in both Spanish and local dialects, if necessary.
- 8.6. Strong monitoring and evaluation capabilities to assess training impact.

1. Supervision and Reporting

- 8.7. Any comments about the deliverables prior acceptance have to be solved within 8 days by the consulting firm.

2. Schedule of Payments

- 2.1. Payment terms will be based on project milestones or deliverables.

Payment Schedule	
<i>Deliverable</i>	%
Deliverable 1	10%
Deliverable 2	20%
Deliverable 3	30%
Deliverable 4	30%
Deliverable 5	10%
TOTAL	100%

Japanese-Spanish Translation and Interpretation Services for Long-Term Care Discussions**Post of Duty: Colombia**

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About this position

We are looking for a consultant with experience and expertise in long-term care policies, programs, and systems, with a focus on aging and elderly care. The consultant will be responsible for translating technical documents related to long-term care between Japanese and Spanish, and providing consecutive or simultaneous interpretation services for meetings, workshops, and discussions involving Japanese experts and Spanish-speaking stakeholders

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

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What you'll do:

- Translate technical documents, reports, guidelines, and presentations related to long-term care from Japanese to Spanish and vice versa, ensuring accuracy and cultural relevance.
- Review and proofread translated materials to ensure quality and consistency in terminology, especially in technical and healthcare-related content. Develop teaching materials, including presentations, case studies, guidelines, and practical tools for caregivers.
- Provide interpretation (consecutive or simultaneous) during virtual and in-person meetings, workshops, and discussions between Japanese experts and Spanish-speaking participants.
- Assist in interpreting during field visits or technical sessions, ensuring clear communication and understanding of complex LTC concepts.

Deliverables and Payments Timeline:

- Deliverable 1: High-quality translations of all technical documents, reports, and presentations.
- Deliverable 2: Provision of interpretation services during all scheduled meetings, workshops, and field visits (on-demand, as per project schedule).
- Deliverable 3: A brief report outlining the documents translated, interpretation sessions conducted, and any challenges or recommendations (submitted at the end of each month).

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	40%	Month 1
Deliverable 2	40%	Month 2
Deliverable 3	20%	Month 3

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What you'll need

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- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

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Diagnosis for the development of Care Protocols for the Articulation of Health and Care Services at the Territorial Level

Post of Duty: Colombia

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a consultant with experience and expertise in long-term care policies, programs, and systems, with a focus on aging and elderly care. The consultant will be responsible for developing a diagnosis and inputs for care protocols that facilitate the articulation of health and care services at the territorial level. This will involve conducting a literature review, reviewing regulatory frameworks, identifying relevant programs and services, and organizing consultation roundtables with key stakeholder

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

SPH is tasked with the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection (safety nets and transfers and services for social inclusion which include early childhood development, youth programs, care services for dependency, among others), health (health capital investment strategies, health networks strengthening, health system financing, organization and performance, etc.) and nutrition.

What you'll do:

- Conduct an in-depth review of national and international literature on the integration of health and care services, identifying best practices and models that can be adapted to the territorial context in Latin America and other regions.
- Analyze the existing regulatory frameworks governing health and care services at the national and territorial levels, identifying gaps and opportunities for better alignment and articulation
- Map out current programs and services that address care and healthcare in the target territories. This includes public, private, and community-based initiatives focused on the care of vulnerable populations, particularly the elderly.
- Organize and facilitate consultation roundtables with key stakeholders, including local health authorities, care service providers, community organizations, and policy makers. These roundtables will gather input on existing challenges, coordination mechanisms, and potential improvements.

- Based on the findings from the literature review, regulatory analysis, and stakeholder consultations, develop a set of care protocols that outline processes for the integration and articulation of care and health services. These protocols should include:
 - Coordination mechanisms between health and care providers.
 - Clear roles and responsibilities for different actors at the territorial level.
 - Best practices for managing transitions between care services and healthcare systems.
 - Guidelines for monitoring and evaluating the implementation of protocols.

Deliverables and Payments Timeline:

- Deliverable 1: A detailed work plan including methodology, timeline, and identified stakeholders (within 2 weeks of signing the contract).
- Deliverable 2: Summary of findings from the national and international literature review
- Deliverable 3: Analysis of the current regulatory environment and recommendations for improvements
- Deliverable 4: Comprehensive report covering all activities, findings, and final recommendations

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	20%	Month 1
Deliverable 2	30%	Month 2
Deliverable 3	30%	Month 3
Deliverable 4	20%	Month 5

The exact schedule will be determined in consultation with the consultant and relevant stakeholders

What you'll need

- **Education:** Ph.D./ Master/Bachelor’s degree (or equivalent advanced degree) in XXX, XXX, XXX, or other fields relevant to the responsibilities of the role.
- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 6 months
- **Work Location:** Remote.

Our culture

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Development of Care Protocols for the Articulation of Health and Care Services at the Territorial Level

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 - Best practices for managing transitions between care services and healthcare systems.
 - Guidelines for monitoring and evaluating the implementation of protocols.

Deliverables and Payments Timeline:

- Deliverable 1: A detailed work plan including methodology, timeline, and identified stakeholders
- Deliverable 2: Developed protocols for the articulation of care and health services, including detailed guidelines and coordination mechanisms
- Deliverable 3: Summary of the outcomes of the consultation roundtables, including key challenges and recommendations from stakeholders
- Deliverable 4: Comprehensive report covering all activities, findings, and final recommendations

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
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Selection process #CO-T1741-P002

TERMS OF REFERENCE

Implementation of protocols and guidelines for the articulation of health and care services for the elderly in Colombia

Colombia

ATN/XXXX-XX-XX

CO-T1741

Apoyo para la implementación del Sistema Nacional de Cuidado

1. Background and Justification

- 1.1.** Colombia, like other Latin America and the Caribbean countries, is experiencing an accelerated aging process. The percentage of the population aged 65 and over grew from 3% to 10% between 1960 and 2020. In just 25 years, the proportion of the population over 65 is expected to double to 20%. In Europe and other countries such as the United States, this process took more than 55 years. Although the aging of the population is associated with a fall in fertility rates and an increase in life expectancy, the demographic transition is accompanied by an increase in Non-Communicable Chronic Diseases and an increase in functional dependency. In Colombia, about 625 thousand million people over 65 years of age have some degree of functional dependency and it is estimated that this number may double in the next 10 years (Aranco, Stampini & Ibarrarán,2022). In the medium and long term, this will translate into an increase in the demand for care and attention services for the elderly population in the country.
- 1.2.** Additionally, the structure of families in Colombia has changed in recent years. According to the National Census, about 12% of households in the country are single-person households of people over 60 years of age. This is important, considering that households are the main care providers for this population. A study by Villalobos et al. (2022) indicates that between 2020 and 2035, the number of unpaid family caregivers of functionally dependent elderly people should increase by 91.6%, from 625,000 to 1,981,329.
- 1.3.** Colombia has a regulatory framework that regulates the care for the elderly and defines the requirements that institutions providing care services to this population must have regarding infrastructure, human talent, care plans, among others. These institutions include day centers, long-stay centers and other care centers. However, there is no consolidated information to determine the supply and characteristics of the services provided by these institutions, as well as the human talent dedicated to these activities. The little evidence available indicates that coverage is insufficient and is concentrated mainly in urban areas.

- 1.4.** On the other hand, the Ministry of Equality and Equity is in the process of designing and implementing the National Care System. The development of this system responds to a set of factors that have led to what is called in the literature "the crisis of care". These factors include: (i) changes in the population dynamics of the country; (ii) the deficit in the supply of infrastructure and services for care; (iii) the overload of care for women and the resulting lack of time; (iv) the economic impacts of care for the health and welfare systems and for families; and (v) the recognition of care as a right throughout the life course. Thus, one of the objectives of the National Care System is to create, expand and articulate the supply of different types of services aimed at promoting the well-being of people who require care, including the elderly, people with disabilities, but also of those who provide these services in an unpaid or remunerated manner.
- 1.5.** In the debate on care systems and policies, there is a concern about the line that separates health care services from care services - hereafter "unpaid care work" , the complementary relationship between the two, the health sector and the System of Care, and the responsibilities of each. First, although it is true that access to health services, when timely and of high quality, generates a reduction of care burdens in households, this does not mean that health care or public health actions constitute a supply of care. In addition, the health sector itself generates and transfers -through some programs or due to its shortcomings- care burdens to households that need to be corrected and that impact caregivers and their health. Strategies such as early discharge, hospital at home and management of the chronically ill at home, have the potential to increase the burden of care at home -which is mainly assumed by women, impacting their quality of life- and at the same time are central to achieving better health outcomes. In fact, the literature points out that there is a significant burden of unpaid work in health that takes place in the home, which has not been addressed by articulated and specific public policies (PAHO, 2020).

2. Objectives

The consultancy firm will be responsible for designing and implementing a pilot program to test the articulation of care services based on newly developed protocols and guidelines. The pilot will take place in at least one selected municipality and will serve as a model for future scaling across the country.

3. Key Activities

- 3.1.** Design a pilot project that applies the newly developed care protocols and guidelines in one selected municipality.
- 3.2.** Tailor the pilot to local needs, ensuring that the protocol aligns with the healthcare and social service delivery context of the chosen municipality.
- 3.3.** Define key performance indicators (KPIs) and success metrics for evaluating the pilot's

effectiveness.

- 3.4. Work closely with local health authorities, care providers, and community organizations to gain buy-in and ensure the successful implementation of the pilot.
- 3.5. Facilitate meetings, workshops, and training sessions with relevant stakeholders to ensure a clear understanding of the new protocols.
- 3.6. Oversee the implementation of the pilot project, coordinating activities between healthcare and care service providers, and ensuring adherence to the new protocols.
- 3.7. Provide ongoing technical assistance to health and care service providers during the implementation phase.
- 3.8. Address operational challenges and adapt the protocol as needed during the course of the pilot.
- 3.9. Develop and implement an M&E plan to track the performance of the pilot against the defined KPIs.
- 3.10. Conduct qualitative and quantitative evaluations to assess the effectiveness of the care articulation, service delivery improvements, and beneficiary satisfaction.
- 3.11. Provide periodic progress reports, documenting lessons learned and areas for improvement.
- 3.12. At the end of the pilot, produce a comprehensive report detailing the outcomes, challenges, and successes of the pilot.
- 3.13. Provide recommendations for scaling the protocol to other municipalities and improving the design of the care protocols based on the pilot’s results

4. Expected Outcome and Deliverables

To achieve the expected goals, the deliverables are:

- 4.1. Deliverable 1. A detailed work plan, including the proposed methodology, timeline, and stakeholder engagement strategy
- 4.2. Deliverable 2. A detailed design document that includes the pilot’s scope, objectives, KPIs, and a step-by-step implementation plan
- 4.3. Deliverable 3. Complete curriculum with modules, case studies, and practical tools, as well as all necessary training materials
- 4.4. Deliverable 4. Regular reports tracking the pilot’s performance against the KPIs, as well as final evaluation results (submitted throughout the pilot phase)
- 4.5. Deliverable 5. A comprehensive report summarizing the results of the pilot, including an evaluation of its effectiveness, lessons learned, and recommendations for scaling

5. Project Schedule and Milestones

6.1 The execution term of the consultancy will be 6 months.

<i>Deliverables</i>	<i>Term</i>
---------------------	-------------

<i>Deliverable 1</i>	<i>Month 1</i>
<i>Deliverable 2</i>	<i>Month 1</i>
<i>Deliverable 3</i>	<i>Month2</i>
<i>Deliverable 4</i>	<i>Month 4</i>
<i>Deliverable 5</i>	<i>Month 6</i>

6. Reporting Requirements

6.1. Deliverables are required to be presented to Ministry of Equity and Equality and the IDB staff prior to approval. Also, the consulting firm must present one printed copy for Ministry of Equity and Equality and a digital version to the IDB.

7. Acceptance Criteria

7.1. Each deliverable must be presented and approved by PS in the specified term.

8. Other Requirements

- 8.1. At least 10 years of experience in healthcare and social services program design and implementation, with a focus on care coordination and health system strengthening.
- 8.2. Proven experience in implementing pilot programs and coordinating multi-stakeholder projects in the healthcare sector.
- 8.3. Familiarity with Colombia's healthcare and social services regulatory environment.
- 8.4. Strong expertise in monitoring and evaluating health and care programs.
- 8.5. Ability to work with local governments, healthcare providers, and community-based organizations.

3. Supervision and Reporting

8.6. Any comments about the deliverables prior acceptance have to be solved within 8 days by the consulting firm.

4. Schedule of Payments

4.1. Payment terms will be based on project milestones or deliverables.

Payment Schedule	
<i>Deliverable</i>	%
Deliverable 1	10%
Deliverable 2	20%

HRD Terms of Reference

ANNEX A

Deliverable 3	30%
Deliverable 4	30%
Deliverable 5	10%
TOTAL	100%

Design of a Personal Assistant program for people with disabilities in Colombia**Post of Duty: Colombia**

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About this position

We are looking for a consultant with experience and expertise in long-term care policies, programs, and systems, with a focus on aging and elderly care. The consultant will be responsible for designing a personal assistants program for people with disabilities in Colombia. This will involve conducting a literature review, reviewing existing regulatory frameworks, analyzing international models, and engaging key stakeholders through consultation roundtables.

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

SPH is tasked with the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection (safety nets and transfers and services for social inclusion which include early childhood development, youth programs, care services for dependency, among others), health (health capital investment strategies, health networks strengthening, health system financing, organization and performance, etc.) and nutrition.

What you'll do:

- Conduct a comprehensive review of international and national literature on personal assistants programs for people with disabilities.
- Identify key best practices and successful models that can be adapted to the Colombian context.
- Summarize findings related to program structure, eligibility criteria, financing, training of assistants, and monitoring mechanisms..
- Analyze the existing legal and regulatory frameworks in Colombia that pertain to the rights and services for people with disabilities.
- Identify gaps and opportunities for establishing a supportive environment for a personal assistants program.
- Provide recommendations for any necessary changes to the regulatory framework to facilitate program implementation.
- Organize and facilitate consultation roundtables with key stakeholders, including disability advocacy groups, healthcare providers, community organizations, policymakers, and potential program beneficiaries.
- Gather input on program design, challenges, and needs from people with disabilities and their families.

- Ensure that the program is inclusive and reflects the diverse needs of different types of disabilities.
- Based on the literature review, regulatory analysis, and stakeholder input, develop a comprehensive personal assistants program for people with disabilities.
 - The program design should include:
 - Clear objectives and goals.
 - Eligibility criteria and application processes for beneficiaries.
 - Recruitment, training, and certification requirements for personal assistants.
 - Guidelines for matching assistants with beneficiaries.
 - Monitoring and evaluation mechanisms.
 - Financial and operational sustainability considerations.
- Prepare a final report detailing the findings from the literature and regulatory review, the outcomes of the consultation roundtables, and the proposed program design.
- Include recommendations for implementing and scaling the program across different regions of Colombia.

Deliverables and Payments Timeline:

- Deliverable 1: A detailed work plan including methodology, timeline, and identified stakeholders
- Deliverable 2: A summary of the literature review of similar programs developed in the region and analysis of Colombia’s regulatory frameworks related to disability services and personal assistants
- Deliverable 3: Summary of the outcomes of the consultation roundtables, including key challenges and recommendations from stakeholders
- Deliverable 4: A comprehensive document detailing the proposed personal assistants program, including all components described in the scope of work
- A final report synthesizing all findings, the program design, and recommendations for implementation

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	20%	Month 3
Deliverable 4	30%	Month 5
Deliverable 5	20%	Month 6

The exact schedule will be determined in consultation with the consultant and relevant stakeholders

What you'll need

- **Education:** Ph.D./ Master/Bachelor's degree (or equivalent advanced degree) in XXX, XXX, XXX, or other fields relevant to the responsibilities of the role.
- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

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About IDB Invest

IDB Invest, a member of the IDB Group, is a multilateral development bank committed to promoting the economic development of its member countries in Latin America and the Caribbean through the private sector. IDB Invest finances sustainable companies and projects to achieve financial results and maximize economic, social, and environmental development in the region. With a portfolio of \$14.1 billion in asset management and 325 clients in 25 countries, IDB Invest provides innovative financial solutions and advisory services that meet the needs of its clients in a variety of industries.

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HRD Terms of Reference

ANNEX A

<https://twitter.com/BIDInvest>

Review, Analysis, and Adaptation of the Assessment Scale for Support Needs of People with Disabilities**Post of Duty: Colombia**

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

We are looking for a consultant with experience and expertise in policies, programs, and systems, focuses on the inclusion of people with disabilities. The objective of this consultancy is to review international and national assessment scales used to evaluate the support needs of people with disabilities, analyze their relevance, and develop an adapted version that can be applied in Colombia, taking into account the country's legal, social, and cultural context.

You will work in Social Protection and Health Division part of the Social department. The Social Sector (SCL) is a multidisciplinary team convinced that investing in people is the way to improve lives and overcome the development challenges in Latin America and the Caribbean. Jointly with the countries in the region, the Social Sector formulates public policy solutions to reduce poverty and improve the delivery of education, work, social protection, and health services. The objective is to advance a more productive region, with equal opportunities for men and women, and greater inclusion of the most vulnerable groups.

SPH is tasked with the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection (safety nets and transfers and services for social inclusion which include early childhood development, youth programs, care services for dependency, among others), health (health capital investment strategies, health networks strengthening, health system financing, organization and performance, etc.) and nutrition.

What you'll do:

- Analyze the existing legal and regulatory frameworks in Colombia that pertain to the rights and services for people with disabilities.
- Identify gaps and opportunities for establishing a supportive environment for a personal assistants program.
- Review the existing legal frameworks, policies, and programs in Colombia that guide the provision of support services for people with disabilities.
- Identify any gaps between the international assessment tools and the specific needs of Colombia's population with disabilities.
- Organize and facilitate consultations with key stakeholders, including disability advocacy groups, healthcare professionals, social workers, and policymakers.
- Collect insights and feedback on the practical application of assessment tools in Colombia.
- Based on the review and consultations, develop an adapted version of the assessment scale for Colombia, ensuring that it aligns with the country's legal, cultural, and social context.
- Include considerations for diverse disability types and varying degrees of support needs.

- Develop a user guide for the adapted scale, including clear guidelines for its implementation, scoring, and evaluation.
- Propose a plan for validating the adapted scale through a pilot test in one or more regions in Colombia.
- Include recommendations for adjustments based on the outcomes of the pilot
- Prepare a final report summarizing the literature review, consultations, and the rationale for the adapted assessment scale.
- Provide recommendations for the national implementation of the adapted tool.

Deliverables and Payments Timeline:

- Deliverable 1: A detailed work plan including methodology, timeline, and identified stakeholders
- Deliverable 2: A summary of the literature review of similar programs developed in the region and analysis of the Colombian legal and policy context
- Deliverable 3: Summary of the outcomes of the consultation roundtables, including key challenges and recommendations from stakeholders
- Deliverable 4: A draft of the adapted scale for assessing support needs, along with a user guide for its application
- Deliverable 5: A comprehensive report including the adapted scale, recommendations for its use, and suggestions for pilot testing

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	20%	Month 3
Deliverable 4	30%	Month 5
Deliverable 5	20%	Month 6

The exact schedule will be determined in consultation with the consultant and relevant stakeholders

What you'll need

- **Education:** Ph.D./ Master/Bachelor's degree (or equivalent advanced degree) in XXX, XXX, XXX, or other fields relevant to the responsibilities of the role.
- **Experience:** At least/ Between X and X years of progressive experience in XXX
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.

- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** You are a citizen of one of our 48-member countries.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum
- **Length of contract:** 6 months
- **Work Location:** Remote.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

Diversity, Equity, Inclusion and Belonging (DEIB) are at the center of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+ people, persons with disabilities, Afro-descendants, and Indigenous people to apply.

We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the job interview process. If you are a qualified candidate with a disability, please e-mail us at diversity@iadb.org to request reasonable accommodation to complete this application.

Our Human Resources Team reviews carefully every application.

About the IDB Group

The IDB Group, composed of the Inter-American Development Bank (IDB), IDB Invest, and the IDB Lab offers flexible financing solutions to its member countries to finance economic and social development through lending and grants to public and private entities in Latin America and the Caribbean.

About IDB

We work to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, we help improve health and education and advance infrastructure. Our aim is to achieve development in a sustainable, climate-friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. We provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of integrity, transparency, and accountability.

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About IDB Lab

Is the innovation laboratory of the IDB Group. We mobilize financing, knowledge, and connections to drive innovation for inclusion in Latin America and the Caribbean. We believe innovation is a powerful tool that can transform our region, providing today unprecedented opportunities to populations that are vulnerable due to economic, social, or environmental factors. IDB Lab has a commitment to gender quality and diversity as part of its development mandate. The Strategy and Impact unit supports IDB Lab in the development of strategy, connections and knowledge, and impact measurement and reporting.

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About IDB Invest

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Selection process #CO-T1741-P003

TERMS OF REFERENCE

Design and Implementation of Workshops for Medical and Multidisciplinary Teams to Promote the Use of the Registry and Certification Instrument for People with Disabilities

Colombia

ATN/XXXX-XX-XX

CO-T1741

Apoyo para la implementación del Sistema Nacional de Cuidado

1. Background and Justification

- 1.1.** Colombia, like other Latin America and the Caribbean countries, is experiencing an accelerated aging process. The percentage of the population aged 65 and over grew from 3% to 10% between 1960 and 2020. In just 25 years, the proportion of the population over 65 is expected to double to 20%. In Europe and other countries such as the United States, this process took more than 55 years. Although the aging of the population is associated with a fall in fertility rates and an increase in life expectancy, the demographic transition is accompanied by an increase in Non-Communicable Chronic Diseases and an increase in functional dependency. In Colombia, about 625 thousand million people over 65 years of age have some degree of functional dependency and it is estimated that this number may double in the next 10 years (Aranco, Stampini & Ibarrarán,2022). In the medium and long term, this will translate into an increase in the demand for care and attention services for the elderly population in the country.
- 1.2.** Additionally, the structure of families in Colombia has changed in recent years. According to the National Census, about 12% of households in the country are single-person households of people over 60 years of age. This is important, considering that households are the main care providers for this population. A study by Villalobos et al. (2022) indicates that between 2020 and 2035, the number of unpaid family caregivers of functionally dependent elderly people should increase by 91.6%, from 625,000 to 1,981,329.
- 1.3.** Colombia has a regulatory framework that regulates the care for the elderly and defines the requirements that institutions providing care services to this population must have regarding infrastructure, human talent, care plans, among others. These institutions include day centers, long-stay centers and other care centers. However, there is no consolidated information to determine the supply and characteristics of the services provided by these institutions, as well as the human talent dedicated to these activities. The little evidence available indicates that coverage is insufficient and is concentrated mainly in urban areas.

1.4. On the other hand, the population with disabilities (PwD) in Colombia faces different barriers to access social services. It is estimated that in Colombia there are 2.7 million PwD, of which 45% are over 60 years old. However, in the official registry of persons with disabilities there are only about 130,000 certified persons, which raises difficulties in the design and planning of policies for the care of this population. Within this population, about 20% are in a condition of multidimensional poverty, which is explained by gaps associated with illiteracy, school lag, unemployment, and access to and use of digital technologies. Although the country has advanced in mechanisms to strengthen the legal capacity of persons with disabilities and in affirmative actions to promote the social inclusion of this population, the national and local governments do not have specific programs aimed at strengthening the autonomy in daily life of persons with disabilities, such as the model of personal assistants.

2. Objectives

The consultancy firm will be responsible for designing and conducting workshops for medical and multidisciplinary teams to promote the understanding and application of the registry and certification instrument for people with disabilities. The firm will ensure that the teams are well-versed in using the instrument accurately and consistently in their professional practices.

3. Key Activities

- 3.1.** Conduct an initial assessment to identify the knowledge gaps and training needs of medical and multidisciplinary teams regarding the registry and certification instrument for people with disabilities.
- 3.2.** Engage key stakeholders to gather input on the most critical aspects to address in the workshops.
- 3.3.** Develop a detailed workshop curriculum based on the needs assessment findings. The curriculum should include both theoretical and practical components to ensure participants gain a deep understanding of the instrument and its practical application.
- 3.4.** Design materials such as presentations, case studies, hands-on exercises, and supporting documents.
- 3.5.** Customize the workshop for different professional groups, including doctors, nurses, therapists, social workers, and administrative personnel involved in disability certification.
- 3.6.** Organize and facilitate workshops in at least 4 selected municipalities across Colombia. These municipalities should represent a diverse set of geographic and institutional contexts.
- 3.7.** Ensure that each workshop includes interactive elements, such as role-playing or case study discussions, to enhance participant engagement and understanding.
- 3.8.** Develop and implement tools to assess participants' knowledge before and after the workshops to measure the effectiveness of the training.
- 3.9.** Collect feedback from participants to identify areas for improvement in future workshops.
- 3.10.** Provide a detailed report on the outcomes of each workshop, including the number of

participants, their professional roles, and the overall impact on their understanding of the registry and certification instrument.

- 3.11. Offer post-workshop support to participants, including the provision of refresher materials, guidelines, and access to online resources for continuous learning.
- 3.12. Propose a strategy for sustaining the knowledge and skills gained through the workshops, such as through follow-up meetings or refresher courses.

4. Expected Outcome and Deliverables

To achieve the expected goals, the deliverables are:

- 4.1. Deliverable 1. A detailed plan, including methodology, timeline, workshop locations, and the training curriculum
- 4.2. Deliverable 2. All necessary materials for the workshops, including presentations, training manuals, case studies, and evaluation tools
- 4.3. Deliverable 3. Complete curriculum with modules, case studies, and practical tools, as well as all necessary training materials
- 4.4. Deliverable 4. Reports detailing the outcomes of each workshop, including participant attendance, knowledge gains, and feedback
- 4.5. Deliverable 5. A comprehensive report summarizing the entire workshop series, the impact on participant understanding, and recommendations for sustaining the training outcomes

5. Project Schedule and Milestones

- 6.1 The execution term of the consultancy will be 6 months.

<i>Deliverables</i>	<i>Term</i>
<i>Deliverable 1</i>	<i>Month 1</i>
<i>Deliverable 2</i>	<i>Month 1</i>
<i>Deliverable 3</i>	<i>Month 2</i>
<i>Deliverable 4</i>	<i>Month 4</i>
<i>Deliverable 5</i>	<i>Month 6</i>

6. Reporting Requirements

- 6.1. Deliverables are required to be presented to Ministry of Equity and Equality and the IDB staff prior to approval. Also, the consulting firm must present one printed copy for Ministry of Equity and Equality and a digital version to the IDB.

7. Acceptance Criteria

7.1. Each deliverable must be presented and approved by PS in the specified term.

8. Other Requirements

- 8.1. Proven experience in designing and delivering training workshops, particularly in the health or social services sector.
- 8.2. Expertise in disability certification processes, including familiarity with relevant instruments and policies.
- 8.3. Strong knowledge of Colombia's health system and disability services.
- 8.4. Experience in conducting workshops for medical and multidisciplinary teams.
- 8.5. Capacity to deliver workshops in both urban and rural contexts.
- 8.6. Ability to provide logistical support for workshop delivery in multiple locations.

9. Supervision and Reporting

- 9.1. Any comments about the deliverables prior acceptance have to be solved within 8 days by the consulting firm.

10. Schedule of Payments

Payment terms will be based on project milestones or deliverables.

Payment Schedule	
<i>Deliverable</i>	%
Deliverable 1	10%
Deliverable 2	20%
Deliverable 3	30%
Deliverable 4	30%
Deliverable 5	10%
TOTAL	100%

Selection process #CO-T1741-P004

TERMS OF REFERENCE

Implementation of a Pilot for the Scale of Assessment of Support Needs for People with Disabilities in Colombia

Colombia

ATN/XXXX-XX-XX

CO-T1741

Apoyo para la implementación del Sistema Nacional de Cuidado

1. Background and Justification

- 1.1.** Colombia, like other Latin America and the Caribbean countries, is experiencing an accelerated aging process. The percentage of the population aged 65 and over grew from 3% to 10% between 1960 and 2020. In just 25 years, the proportion of the population over 65 is expected to double to 20%. In Europe and other countries such as the United States, this process took more than 55 years. Although the aging of the population is associated with a fall in fertility rates and an increase in life expectancy, the demographic transition is accompanied by an increase in Non-Communicable Chronic Diseases and an increase in functional dependency. In Colombia, about 625 thousand million people over 65 years of age have some degree of functional dependency and it is estimated that this number may double in the next 10 years (Aranco, Stampini & Ibarrarán,2022). In the medium and long term, this will translate into an increase in the demand for care and attention services for the elderly population in the country.
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1.4. On the other hand, the population with disabilities (PwD) in Colombia faces different barriers to access social services. It is estimated that in Colombia there are 2.7 million PwD, of which 45% are over 60 years old. However, in the official registry of persons with disabilities there are only about 130,000 certified persons, which raises difficulties in the design and planning of policies for the care of this population. Within this population, about 20% are in a condition of multidimensional poverty, which is explained by gaps associated with illiteracy, school lag, unemployment, and access to and use of digital technologies. Although the country has advanced in mechanisms to strengthen the legal capacity of persons with disabilities and in affirmative actions to promote the social inclusion of this population, the national and local governments do not have specific programs aimed at strengthening the autonomy in daily life of persons with disabilities, such as the model of personal assistants.

2. Objectives

The objective of this consultancy is to design and implement a pilot of the newly adapted scale for assessing the support needs of people with disabilities in at least 4 municipalities in Colombia. The pilot will provide key insights for refining the scale and inform its broader implementation across the country.

3. Key Activities

- 3.1.** Develop a detailed plan for piloting the scale in at least 4 selected municipalities. The municipalities should represent diverse geographic, demographic, and institutional contexts.
- 3.2.** Identify and engage local stakeholders, including disability organizations, local health services, and government representatives, to support the pilot.
- 3.3.** Train local professionals (including medical teams, social workers, and other relevant personnel) in the use of the scale for assessing support needs.
- 3.4.** Provide training materials and guides that explain the use of the scale, its scoring system, and the interpretation of results.
- 3.5.** Implement the pilot in the selected municipalities, ensuring that the scale is applied to a representative sample of people with disabilities.
- 3.6.** Provide support during the application of the scale to ensure consistency and accuracy in its use.
- 3.7.** Develop and implement a system for monitoring the pilot, collecting data on the scale's application, and gathering feedback from participants (both the individuals being assessed and the professionals using the tool).
- 3.8.** Analyze the collected data to identify any patterns, challenges, or areas for improvement in the scale's design and application.
- 3.9.** Evaluate the pilot results, including the effectiveness of the scale in accurately assessing support needs, user feedback, and any implementation challenges.
- 3.10.** Prepare a final report detailing the pilot process, results, lessons learned, and recommendations for scaling up the tool's use across Colombia.

4. Expected Outcome and Deliverables

To achieve the expected goals, the deliverables are:

- 4.1. Deliverable 1. A detailed plan for the pilot, including methodology, selected municipalities, stakeholders, and timelines
- 4.2. Deliverable 2. Development and delivery of training materials and workshops for local professionals in the selected municipalities
- 4.3. Deliverable 3. A report summarizing the initial implementation of the pilot, including early results, challenges, and adjustments made
- 4.4. Deliverable 4. Reports detailing the outcomes of each workshop, including participant attendance, knowledge gains, and feedback
- 4.5. Deliverable 5. A comprehensive report on the pilot, including data analysis, feedback from users, and recommendations for refining and scaling the assessment tool

5. Project Schedule and Milestones

6.1 The execution term of the consultancy will be 6 months.

<i>Deliverables</i>	<i>Term</i>
<i>Deliverable 1</i>	<i>Month 1</i>
<i>Deliverable 2</i>	<i>Month 2</i>
<i>Deliverable 3</i>	<i>Month 3</i>
<i>Deliverable 4</i>	<i>Month 6</i>

6. Reporting Requirements

6.1. Deliverables are required to be presented to Ministry of Equity and Equality and the IDB staff prior to approval. Also, the consulting firm must present one printed copy for Ministry of Equity and Equality and a digital version to the IDB.

7. Acceptance Criteria

7.1. Each deliverable must be presented and approved by PS in the specified term.

8. Other Requirements

8.1. Proven experience in designing and conducting pilot programs, particularly in the health, social services, or disability sectors.

- 8.2. Expertise in disability assessment, including familiarity with tools and methodologies for assessing support needs.
- 8.3. Strong knowledge of Colombia’s health system and disability services.
- 8.4. Capacity to engage with diverse local stakeholders, including government representatives, healthcare providers, and disability organizations.
- 8.5. Demonstrated ability to analyze data and provide actionable recommendations based on pilot results.
- 8.6. Experience conducting projects in rural and urban municipalities across Colombia is an asset.

9. Supervision and Reporting

- 9.1. Any comments about the deliverables prior acceptance have to be solved within 8 days by the consulting firm.

10. Schedule of Payments

Payment terms will be based on project milestones or deliverables.

Payment Schedule	
<i>Deliverable</i>	%
Deliverable 1	10%
Deliverable 2	30%
Deliverable 3	30%
Deliverable 4	30%
TOTAL	100%