

Vacancy

Health Insurance Regulation M&E Analyst

24 Months Fulltime Consultancy, Based in Lagos

Terms of Reference

The Global Fund – Resilient and Sustainable Systems for Health Grant

The Lagos State Government of Nigeria represented by the Lagos State Ministry of Health has been a Principal Recipient of the Global Fund NGA-H-LSMOH grant since 2017 for the implementation of activities to fight against HIV/AIDS, Tuberculosis, and build resilient and sustainable systems for health, and has engaged the PharmAccess Group for the provision of Technical Assistance in the implementation of the RSSH component of the Grant, for the period January 2021 to December 2023.

The PharmAccess Group

The PharmAccess Group is dedicated to improving access to better health care for people in sub-Saharan Africa. It mobilizes public and private resources for the benefit of doctors and patients through health insurance, digital innovations, loans to doctors, clinical standards and impact research. Working in public-private partnerships, we leverage donor contributions to increase trust in the health system, and reduce risks and transaction costs, paving the way for private investments. We work with State governments to design and develop their health insurance schemes and provide the necessary technical support to operationalize and scale up these health insurance schemes.

Purpose of This Technical Assistance

The purpose of this Technical Assistance is to provide support in the field of health insurance regulations implementation, analysis, monitoring and evaluation of activities, and collation, analysis, and reporting of data in designed information templates. The technical support will work closely with the Lagos State Health Management Agency (LASHMA).

Lagos State Health Scheme Regulations Background

The Lagos State Health Management Agency (LASHMA) was established by the Lagos Health Law No. 4 of 2015 as an agency to implement the Lagos State Health Scheme (LSHS). The Agency has a regulatory mandate of registering and issuing Corporate Identification Numbers (CIN) to public and private employers, as well as registering, licensing and monitoring all organizations implementing health insurance in Lagos State. The law makes the following provisions:

- All employers (public and private) shall register with the Agency and obtain a Corporate Identification Number (CIN) with which they shall register employees with their HMOs of choice.
- The Agency shall register, license and monitor NHIS-accredited HMOs, MHAs and Allied associations, Contributory Health Insurance Organizations, and prepaid health plans before the commencement of the Lagos State Health Scheme.

Based on these provisions, LASHMA has commenced the execution of its regulatory role and requested the support of the PharmAccess Foundation, which has developed an online portal for the registration, licensing, and monitoring of health insurance agents (HIAs) active in Lagos State and will be providing advocacy and communications support for the regulatory role of the Agency.

The activities of the LASHMA regulatory arm will generate large amounts of data and the Agency is desirous of utilizing this data generated during its business to improve its decision-making process and in addition, make more informed decisions for both the supply and demand side of the scheme. The information realized from the data generated will also inform suitable advocacy and communications efforts, identify appropriate compliance and sanction mechanisms, as well as feedback into a better web application design to improve the regulation of health insurance within the State.

The Position

A Health Insurance Regulations Monitoring and Evaluations Analyst is needed to provide technical support to the Regulations Department of LASHMA. The Analyst will be responsible for aggregating and analyzing data from multiple sources and compiling the data into designed information templates and reports. The Analyst will also aid in mentoring new staff employed in the department.

Scope of Work

The assignment includes the following tasks:

Monitoring and Evaluation

- Monitoring project activities, outputs and progress towards anticipated outcomes
- Ensure relevant and timely information on agreed indicators is provided in user-friendly formats to key stakeholders, including beneficiary communities,
- Working with data platforms, databases and select technologies to capture and organize data
- Training field staff (as required) in monitoring and evaluation processes and providing ongoing coaching
- Conducting or providing support to data quality assessments

Analysis and Reporting

- Determining data analysis procedures and use of quantitative or qualitative analysis tools
- Cleaning, sorting, categorizing and organizing data
- Analyzing quantitative and/or qualitative data
- Summarizing findings
- Developing monthly, quarterly or annual reports depending on project requirements
- Disseminating evaluation findings and project results to donors and other stakeholders

Evaluation and Knowledge Management

- Conducting program analysis or special studies
- Supporting or leading evaluation teams
- Managing external evaluation consultants and draft scopes of work
- Support management to define and review business rules for key performance indicators
- Contributing to institutional learning processes
- Tracking best practices in monitoring and evaluation

Required Skills/ Experience

- Background Qualification in Science, Business Management, Statistics or related course.
- About 1-3 years experience in health insurance administration, Data Analysis, Monitoring & Evaluation. Previous work in an HMO is an added advantage.

- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy.
- High level of proficiency in data analysis tools – Excel, SQL, and/ or Statistical Software (SPSS, STATA, R) or other analytical tools.
- Strong knowledge of and experience with reporting packages and databases (Tableau, PowerBI, etc.)
- Deep understanding of basic statistical methods.
- Lives in Mainland Lagos.

Estimated Schedule

This Technical Support will run from July 2022 to June 2024 or as may be determined.

Management Reporting

The consultant will report directly to the HOD, Regulations department, LASHMA

How to Apply

To apply for the position, please submit the following documents:

1. A one-page cover letter describing why you are interested in the consultancy position and why you are the ideal candidate for the position.
2. Your detailed CV.

Send your application documents via email to vacancies@pharmaccess.org with Health Insurance Regulations Analyst as the subject line. The application deadline is May 31, 2022. Only shortlisted candidates will be contacted.