

Terms of Reference
Senior Consultant, Healthcare Financing
(RRC-NE)

Name of Division	Healthcare Financing, RRC-NE
Reporting to	Director, RRC-NE, Guwahati, Assam
Name of Position	Senior Consultant, Healthcare Financing
Number of positions	One
Location	RRC-NE, Guwahati

NHSRC is seeking applications from eligible candidates for the position of **Senior Consultant, Healthcare Financing** for its branch office – Regional Resource Centre for North-Eastern States (RRC-NE) at Guwahati, Assam.

1. Background

The National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to channelize technical assistance and capacity building support to the states for strengthening the public health system. The NHSRC is also mandated to contribute to health policy / programme design and evaluation.

Since its inception in 2006, NHSRC has been a repository of knowledge and a centre of excellence for its agenda. The goal of this organization is to improve health outcomes by facilitating governance reform, health systems innovations and improved information sharing among all stake holders at the national, state, district and sub-district levels through specific capacity development and convergence models.

NHSRC has professional links with a plethora of domestic and international bodies involved in the field of Public Health. There have been a number of personnel who have served with NHSRC and gained invaluable experience enabling them to graduate to the next rung of their professional ladder. Vast exposure to the Ministry of Health & Family Welfare, and its processes are a unique feature of NHSRC.

For meeting the specific needs of the eight NE States, **the Regional Resource Centre for North-Eastern States (RRC-NE) at Guwahati functions as a branch office of NHSRC.** The team at RRC-NE is headed by the Director with technical teams for separate divisions **and the position of Senior Consultant, Healthcare Financing reports to the Director of RRC-NE.**

2. Objective

As Senior Consultant, Healthcare Financing at the regional level, the objective is to provide support and technical assistance to the 8 Northeast (NE) States in:

- i. Preparation of Health Accounts for the 8 NE States.

- ii. Developing framework / systems for rationalization of fund flows for the 8 NE States under National Health Mission.
- iii. Formulating costing of healthcare services for appropriate pricing of public health services and insurance packages for the 8 NE States.

3. Key Responsibilities

- i. Should be a team player with the ability to work with government officials, community representatives and other domestic / international partners.
- ii. Support in the production of the Annual Health Accounts of the 8 NE States.
- iii. Support in the improvement of methodologies and identification / use of new data sources for health accounts for the 8 NE States.
- iv. Conduct surveys in the NE States to get health expenditure data from enterprises and NGOs, especially ones operating in the 8 NE States.
- v. Publish research regarding healthcare financing policy, budgetary allocations, financing for Universal Health Coverage, costing of health services and household out-of-pocket expenditure in context to the 8 NE States.
- vi. Support documentation of strategic purchases and best practices in healthcare financing models to improve efficiency, quality of care and equity.
- vii. Participate in expert meetings, committees of government / other institutions representing RRC-NE on aspects related to healthcare financing.
- viii. Support RRC-NE in organizing NE Regional, States and Districts level workshops, seminars, conferences and trainings on the theme of Healthcare Financing.
- ix. Any other task assigned by Director, RRC-NE.

4. Output

Timely accomplishment of task and responsibilities and regular reporting to the Director, RRCNE at the end of every month.

5. Qualification and experience

- i. MBBS / BDS / AYUSH / BSc Nursing / Bachelor's in Economics / Bachelor's in Mathematics / Bachelor's in Commerce
- ii. MD in Community Medicine / Master's in Public Health / Master's in Health Economics / Master's in Health Financing / Master's in Public Policy / M. Phil. in Economics / PhD

in Economics

- iii. A minimum of 5 (five) years' post qualification experience working in the field of healthcare financing.
- iv. Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- v. Computer proficiency including MS Office (Word / Excel / Power Point) and ability to undertake Search Engine based research. Knowledge of Statistical Packages (like EPI-info / SPSS / Stata / SAS) is desirable.
- vi. Demonstrated ability to work in a multi-disciplinary team environment with strategic thinking and leadership qualities.
- vii. The willingness to travel to states & districts to provide technical assistance & ability to work on different assignments simultaneously to meet the timelines for assignments.

6. Travel and subsistence – As per NHSRC/RRC-NE norms

The Senior Consultant should be ready to travel extensively to State / District / Block / Community levels in all the NE States. All travels must be authorized in advance by Director, RRC-NE. The Senior Consultant shall be reimbursed for travel as per NHSRC rules.

7. Reporting Requirements

The Senior Consultant will submit monthly / applicable updated report to the Director, RRC-NE.

8. Workstation:

The workstation of the Senior Consultant is at RRC-NE, Guwahati. However, s/he may be required to be relocated at any of the stations in any NE States on requirement of the organization.

9. Consultancy Period and Consultancy fees

Initially, it will be till 31st March 2028. The first 3 months will be on probation. Subject to satisfactory performance, the consultancy will continue for the full tenure. The consultancy can be terminated by either party by giving a notice of one month in writing.

The Senior Consultant will be paid a consolidated monthly fee as per NHSRC HR policy (*ranging from Rs.90,000/- to Rs.1,50,000/-). The Senior Consultant shall not be entitled to any other benefits, payments, subsidy, compensation or pension except as expressly provided in the consultancy agreement. The Senior Consultant shall not be exempt from taxation and shall not be entitled to reimbursement of any taxes which may be levied as per existing rules on the remuneration received.

10. Other benefits:

In addition to the remuneration mentioned above, Consultants of NHSRC are entitled to Free Accidental Insurance, Subsidized Medical Insurance, Mobile bills reimbursement, Laptop reimbursement (As per NHSRC Policy), 30 days Consolidated Leave, fully paid Maternity Leave (For Female Consultants) as per Government of India Policy, performance linked increments, TA/ DA and per diem for on-duty visits.

11. Age Limit: Not above 50 years (as on the last date of receiving of applications).

Note: *Short listing shall be done based on relevant experience and educational qualification. However, age may be relaxed up to two years for experienced candidates working in the relevant field. Only shortlisted candidates shall be informed and called for the interview.*

How to apply: Candidates are requested to fill the online application correctly which is available on the NHSRC website (<http://nhsrcindia.org>). Applications will be accepted in the prescribed online application format only. Last date for receiving applications is **27th January 2026**.