

Terms of Reference

Kumasi Digital Health Implementation & Coordination Lead

For Patient Tracking Tool and Interoperability Feasibility Assessment, LIS pilot implementation

(Temporary Assignment – 4 months – onsite)

1. Background

City Cancer Challenge (C/Can) is supporting Kumasi in the implementation of its second cycle of the Technical Cooperation Programme, with a focus on strengthening cancer care delivery through coordinated, data-driven, and sustainable digital health solutions.

In 2025, C/Can conducted a comprehensive Digital Health Assessment in Kumasi, aimed at evaluating the current state of digital maturity across cancer care services. This assessment identified key gaps and priority needs related to data availability, system fragmentation, interoperability, infrastructure, and capacity.

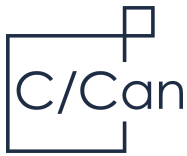
The findings of this assessment have been shared and validated with the local stakeholders, who are aligned on the need to address these gaps as a priority to improve care coordination and patient outcomes.

Building on these findings, C/Can is advancing a phased digital health implementation strategy to strengthen the cancer care continuum through the deployment and integration of key digital initiatives:

- Patient Tracking Feasibility
- Interoperability Mapping
- Pathology LIS platform pilot implementation

To ensure effective coordination, implementation, and sustainability of these initiatives, C/Can seeks to recruit a Digital Health Implementation & Coordination Lead, based in Kumasi.

These systems require not only technical deployment but also structured local coordination to ensure alignment with clinical workflows, interoperability standards, and sustainable adoption within existing health service delivery structures.



2. Objective of the Role

The Digital Local Implementation & Coordination Lead will ensure the coordinated deployment, integration, and sustainable adoption of digital health solutions across the Kumasi cancer care ecosystem during a defined 4-month implementation window .

The role will:

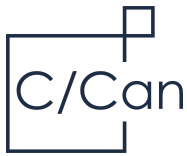
- Ensure coordinated implementation across all digital health initiatives as LIS and Patient Tracking feasibility.
- Facilitate alignment between clinical workflows, technical vendors, and C/Can technical teams.
- Support interoperability design and system integration in collaboration with technical partners.
- Strengthen local ownership through capacity transfer, documentation, and governance embedding.

3. Scope of Work

3.1 Overall Coordination and Governance

- Serve as the operational focal point for coordination of digital health implementation activities in Kumasi.
- Coordinate between hospitals, health authorities, IT teams, and C/Can local and global teams.
- Ensure alignment of all initiatives with the city digital health roadmap.
- Facilitate governance structures, including technical working groups and steering committees.

The role does not hold final decision-making authority over procurement, vendor selection, or clinical governance.



The Digital Health Implementation & Coordination Lead will not be responsible for:

- Final procurement decisions
- Clinical protocol approval
- Software development or coding activities
- System ownership or hosting responsibilities

3.2 Implementation Coordination

Pathology LIS

- Coordinate implementation of the Pathology LIS system together with the technical provider.
- Facilitate alignment with existing hospital systems in collaboration with designated technical teams.
- Monitor system usage and identify operational challenges.

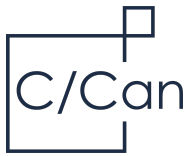
Patient Tracking and Interoperability

- Support coordination of design, feasibility assessment, and conceptual mapping of the patient tracking tool and interoperability.

3.3 Technical Coordination

- Support definition and validation of functional and technical requirements.
- Review technical deliverables from software vendors.
- Ensure awareness of interoperability standards (HL7 FHIR, APIs in collaboration with technical experts).
- Contribute to the design of the overall digital architecture for Kumasi.

3.4 Stakeholder Engagement and Change Management



- Engage clinical, technical, and administrative stakeholders.
- Support user adoption, training, and onboarding processes.
- Identify barriers to adoption and propose mitigation strategies.
- Facilitate structured feedback loops between end-users, implementers, and technical teams to improve system usability and adoption.

3.5 Monitoring, Reporting, and Risk Management

- Track implementation progress across all phases.
- Identify risks and propose mitigation measures.
- Provide structured implementation progress updates to the Global Implementation Manager.
- Support data collection for KPIs and impact measurement.
- Identify operational risks and escalate technical or governance issues through established C/Can channels.

4. Terms of Engagement

The consultant will operate under the supervision of C/Can's Global team, in coordination with the City Manager and relevant Project team members/local experts.

The work will be carried out using a hybrid model, combining remote activities with in-person meetings in the city of Kumasi, coordinated with the C/Can team and the project's implementation partners.

The commitment is for 4 months and part time dedication.

5. Qualifications

- Academic Background: University degree (or higher) in Computer Science, Information Systems, Health Informatics, Systems Engineering, or a related field.
- Experience: Minimum 5 years of experience in digital health, health information systems, or IT implementation projects, including coordination of multi-stakeholder technology deployments .

Technical expertise

Required:

- Health Information Systems: knowledge of Hospital Information Systems (HIS), Public Health Information Systems, Electronic Health Records (EHR), and other relevant systems.
- Interoperability: basic concept management of interoperability standards such as HL7, APIs, FHIR, or others.
- Experience coordinating multi-stakeholder technical projects.

Desirable:

Data analysis: expertise in data analysis, including tools such as SQL, R, and Python, as well as data visualization platforms such as Tableau and Power BI.

Skills and Competencies

- Experience in the planning, coordination, and monitoring of digital solution implementation projects, including management of timelines, risks, and coordination with technical and clinical teams.
- Analysis and Mapping: Ability to perform detailed mapping of technological infrastructures and depth expertise of digital tools for health systems and operational processes
- Strong change management capacity, including the ability to lead training processes, drive user adoption, and support stakeholders throughout the transition to digital solutions.
- Communication: Excellent verbal and written communication skills to interact with different levels of the organization and present reports and recommendations in a clear and understandable manner.

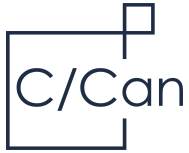
6. Deliverables

Deliverable	Products	Timeline
1	a) The finalized and localized Implementation Plan for all activities on the Phase 2, adapted to the verified	End of month 1

	on-the-ground conditions of the participating hospitals. b) LIS Installation Sign-off: Documented verification that the LIS has been successfully installed, configured, and validated on the KATH server. c) LIS progress report on the pilot implementation.	
2	a) Preliminary Patient Tracking Feasibility Report : A preliminary assessment report summarizing initial local stakeholder discussions regarding the operational and technical feasibility of developing and deploying the Patient Tracking platform within the remaining project timeline. b) LIS Functional Validation (UAT): Coordination and documentation of the User Acceptance for the Pathology LIS, ensuring local laboratory staff validate the system's functionalities.	End of the month 3
3	a) Patient Tracking Strategic Roadmap OR Digital Health Consolidation Framework (Conditional): • <i>Scenario A (Go-Decision):</i> Full Technical Blueprint, Functional Specifications, and a Pilot Readiness Framework for the chosen Patient Tracking solution to guide the 2027/2028 deployment. • <i>Scenario B (No-Go Decision):</i> Strategic Governance and Consolidation Report focusing on the long-term sustainability and optimization of the already deployed Phase 1 & 2 platforms. b) Kumasi Interoperability Framework	End of the month 4

	Blueprint: Technical specifications and API data exchange protocols (e.g., HL7 FHIR) required to integrate the unified C/Can Soft platform (MDT, OncoKids, and Radiology) with the external Pathology LIS and local hospital EHR/EMR systems. c) Capacity Building and User Training Analytics: • Final report documenting all training toolkits, total staff trained across all phases, and a dashboard/summary showcasing system adoption and actual usage. d) Governance and Sustainability Handover Report: • Comprehensive transition plan reviewed with the KATH IT team and other Kumasi Health Service authority for the official transfer of system administration, server access credentials, and local governance. e) Technical and User Documentation Handover: • Oversight and quality control to ensure that all technical manuals and user guides provided by software vendors are properly finalized, validated, and officially handed over to hospital IT engineers and clinical users	
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8. How to apply



Interested candidates should submit their CV and cover letter highlighting their qualifications and experience to programmes@citycancerchallenge.org with the subject line: " Digital Health Implementation & Coordination Lead 2, " by 22 July. Applications will be reviewed on a rolling basis.