

CONSULTANCY SERVICE

FOR THE EVALUATION OF FIM USE AND ITS CLINICAL APPLICATION IN

REHABILITATION PRACTICE

1. BACKGROUND

The International Center (formerly known as Vietnam Veterans of America Foundation -VVAf) is a development organization that has addressed the consequences of war through advocacy and service programs in Vietnam for the last three decades. As a co-founder of the International Campaign to Ban Landmines, IC-VVAf was awarded the Nobel Peace Prize in 1997. The International Center (IC) now focuses on disability support, landmine removal, and mental health programs.

Under the financial support of the United States Government for the Program of Enhancing the Quality of Life of Persons with Disabilities in heavily sprayed with Agent Orange provinces of Gia Lai and Quang Ngai (Inclusion 2b), as a sub-implementing partner, IC is responsible for implementing the Objective One of the project which is to expand the rehabilitation services to contribute to the Goal that to improve the quality of life of persons with disabilities in provinces heavily sprayed with Agent Orange, namely Gia Lai and Quang Ngai.

Three expected results include:

- (i) Ensured accessibility and quality of multi-disciplinary rehabilitation services through provision of MDT rehabilitation services and training of doctors and therapists
- (ii) Improved rehabilitation system for the provinces
- (iii) Improved Governance of the rehabilitation service system

As part of this effort, IC has supported rehabilitation facilities in strengthening multidisciplinary rehabilitation (MDT) services and improving rehabilitation assessment and intervention at community and health facilities. The Functional Independence Measure (FIM) has been introduced as an internationally standardized functional assessment tool, aiming to measure the effectiveness of rehabilitation interventions, and relevant rehabilitation professionals have received formal FIM training and certification.

To further strengthen the quality and consistency of FIM application in clinical practice, IC intends to review its current use and clinical application against original FIM materials, published references, established guidance, and relevant evidence. IC therefore seeks individuals/groups of experts or firms with expertise in rehabilitation assessment and FIM to conduct the review and provide practical recommendations for strengthening FIM use in rehabilitation practice.

2. JOB DESCRIPTION OF THE POSITION

This consultancy aims to review the current use and clinical application of FIM against established FIM materials, guidance, and published evidence, and to provide practical recommendations to improve its quality and consistency in rehabilitation practice. Be specific:

- Review relevant original FIM materials, published references, and established guidance.
- Review the current administration, scoring, documentation, and interpretation of FIM in selected rehabilitation settings.
- Identify key strengths, gaps, inconsistencies, and challenges in current FIM applications.
- Consult with relevant FIM-certified rehabilitation professionals and review selected clinical cases and/or records, as appropriate.
- Provide practical recommendations to strengthen the quality and consistency of FIM use in clinical rehabilitation practice.

3. EXPECTED DELIVERABLES AND TIMELINE

3.1. Deliverables

The Consultant(s) shall deliver the following:

- First Draft Evaluation Report – Including the review methodology, key findings, assessment of current FIM use against established FIM materials and published evidence, and preliminary recommendations.
- Revised Draft – Updated based on IC's comments and feedback.
- Final Evaluation Report – Finalized report incorporating agreed comments and recommendations, ready for use by IC.

3.2. Timeline:

- Duration: October- December 2026 (*The detailed level of effort and schedule will be finalized after IC and the contractors conclude negotiations.*)
- Location: Hanoi and project provinces

4. TRAVEL AND FINANCES

Travel costs will be provided or reimbursed to the consultant, and per diem allowances will be provided or reimbursed for days travelled.

5. SUPERVISION AND PERFORMANCE EVALUATION

The consultant will work under the direct supervision and evaluation of the COP of IC.

6. SPECIFIC REQUIREMENT

Qualifications and Experience Required:

- Advanced degree in rehabilitation, public health, medicine, or a related field
- At least 7–10 years of experience in rehabilitation services or disability-related programs
- Strong knowledge and practical experience in the use and interpretation of FIM, preferably a secured license in FIM training/ certification
- Proven experience in clinical audit, technical supervision, and program evaluation
- Strong knowledge of multi-disciplinary rehabilitation approaches
- Experience working in Vietnam or similar contexts is an advantage
- Excellent analytical, report writing, and communication skills in English

Competencies:

- Teamwork, professionalism, flexibility, and an understanding of working with people
- from diverse backgrounds.
- Having dedication and ability to learn, to work independently and in groups, high sense of responsibility.
- Willing to accept high frequency of business travel in project provinces in Vietnam.
- Understand the local context and partnership.

Evaluation criterias:

- Relevant qualifications and experience
- Technical proposal: Appropriate and adequate to requirements
- Financial proposal: reasonable and relevant to expertise.
- Combined technical and financial scores: Competitive

7. APPLICATION REQUIREMENTS:

Individual/ group of individuals/ firm interested in this mission are invited to submit their applications, either by email (to icvietnam@theintlcenter.org) or by post (to The International Center, Room 103, B3

Building, Van Phuc Diplomatic Compound, 298 Kim Ma, Ba Dinh District, Hanoi, Vietnam).

Please state “Application for the” in the subject line or on the envelope. The shortlisted candidates will be contacted. Applications should include:

- Technical and financial proposal

- Expression of Interest (including work plan and estimated budget);
- CVs demonstrate relevant capacity and experience

Submission deadline: October 05, 2026.