

Sample Scope of Work for On-site X-ray Reader

Scope of Work

Professional Service Contract

Short-Term Technical Assistance to Act as Preliminary Chest X-ray Reader for TB Caravan

I. Background

The LGU of _____ will be conducting a TB Caravan in _____. This activity aims to bring TB services, including chest X-ray, to the area/s for TB case finding and treatment.

This STTA is intended to provide the services of an X-ray reader on-site to help achieve the objectives of the TB Caravan.

II. Purpose

The PSC will work with _____ to provide his/her services as on-site reader of the digital X-ray images during the TB Caravan planned on _____(date).

III. Tasks and Deliverables

Under this Scope of Work, the Consultant will perform the following tasks:

Tasks

1. Be physically present on site at the _____ (place) on _____ (dates) during the TB caravan.
2. Act as reader of digital X-ray for the target clients numbering a maximum total of 750, broken down as follows: Day 1 – maximum of 300, Day 2 – maximum of 300, then Day 3 – 150, to complete a maximum of 750 for 3 days.
3. Determine, by inspection of the digital image flashed on the monitor of the X-ray provider, whether there are suspicious findings that may be suggestive of tuberculosis. If such findings are present, inform the assigned health staff of his/her preliminary reading so that the next examinations can be done.

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4. Record his/her preliminary reading of digital X-ray images of all clients (whether TB or not TB) in a recording form provided by _____.

Deliverables and Deliverable Schedule

The consultant(s) will be responsible for the timely submission of the following deliverables:

Deliverable Name	Details/Content of Deliverable	Level of Effort	Due Date
Duly accomplished record of patients served with preliminary reading	The form will come from _____. The STTA will accomplish the forms based on his/her preliminary reading of digital X-ray image of each patient.	3 days (750 X-rays)	Daily, _____ (dates)
TOTAL		3 days (750 X-rays)	

IV. Minimum Qualifications

The following are the minimum qualifications of the consultant to be selected:

- a. Must be a licensed physician, with minimum of 3 years clinical experience, including reading of chest X-ray films
- b. Preferably licensed and practicing radiologist
- c. Good track record in previous employment

V. Period of Performance

This assignment will be conducted from _____. Total level of effort (LOE) is 3 days for 750 X-rays.

VI. Supervision

The STTA will be supervised by _____ who will recommend approval of deliverables. The _____ will approve payment to the consultant.