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சுகாதார மற்றும் வெகுஜன ஊடக அமைச்சு

Ministry of Health & Mass Media

Call for Applications – Online Certificate Course on Digital Health Governance (Funded by Global Fund -HiQi Project)

The Ministry of Health calls for applications for an Online Certificate Course on applying the Digital Health Governance Framework, conducted under the Global Fund-supported Health Information and Quality Improvement (HiQi) Project. Applications are invited from Consultant Health Informaticians, Senior Registrars, Registrars, and Medical Officers in Health Informatics who are engaged in digital health system implementation, management, governance, or oversight functions.

This certification course and examination will be fully funded by the Global Fund HiQi Project. There will be no financial obligation to the participating officers or their institutions.

The course will be delivered entirely online, enabling participants to engage alongside their official duties. **However, all course requirements, including the certification examination, must be successfully completed on or before 30th November 2026, in order to comply with the stipulated Global Fund grant implementation period.**

Eligible officers who are directly involved in digital health implementation, management, oversight, or governance-related functions **with specific plans to utilize the gained expertise** are invited to apply through their respective institutions.

Immediate supervisors or institutional heads are requested to nominate suitable officers, taking into consideration:

- Organizational and national digital health priorities
- Relevance of the officer's current role
- Performance and future potential
- Ability to complete the course within the required timeframe
- Specific plans to utilise the gained expertise

Nominating authorities should ensure that selected officers are released for full participation and supported to apply the acquired competencies in their respective institutions.

Completed applications, duly recommended, should be forwarded to the Health Information Unit on or before the 18th of May 2026. Incomplete or late applications will not be considered.

Final selection will be made based on the approved selection criteria and scoring system, and approved by the undersigned.

For further clarification, please contact the Health Information Unit.

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Director - Health Information
Ministry of Health
Sri Lanka

Dr. A.I. Jagoda
MBBS, Msc, MD, MBA, DDM
Director (Health Information) - Act.
Ministry of Health & Mass Media
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Colombo 10.

Selection Process

Selection process -

1. Call for interest - Online platform - <https://forms.gle/sLtGmYPLLD8ke1pv7>
2. Application process -
 - a. Interested participants will apply through their respective initiation
 - b. Manager Nomination/Approval – immediate supervisors shall nominate staff members based on organizational and national need, performance or potential.
3. Initial assessment based on Eligibility Criteria – based on current and future engagement in DH governance, demonstrated interest or aptitude in the subject area. Participants will be scored based on the eligibility criteria. Recommended Minimum Selection Threshold: 30 points.
Refer Table 1
4. Assess Candidates and Selection - Conduct short interviews to assess motivation and fitness. Based on organizational and national need, employees skill/experience gap and job role or department.
5. Approval – By Director Health Information/Ministry of Health and Mass Media, as per protocol.

Selection criteria and scoring sheet - Certificate course in Digital Health Governance

Table 1

Eligibility Criterion	Description	Scoring Guide	Score (0-5)
1. Designation and Role Relevance	<p>Applicant is a Consultant Health Informatitian or MO/DS HI performing duties at national, provincial, or institutional level.</p> <p><i>(Priority to individuals working in: Digital health implementation, Health information systems (HIS), Data management or analysis, Hospital or health sector administration, Policy, planning, or eHealth regulation)</i></p>	<p>0 – Not relevant to informatics 3 – Partially relevant role 5 – Directly responsible for digital health implementation or management</p>	
2. Institutional Representation	<p>Ensures diversity across national, provincial, and district levels; preference for those representing active digital health sites.</p>	<p>0 – No institutional representation 3 – From moderately relevant institution 5 – Represents key digital health implementation site</p>	
3. Experience in Health Informatics / Digital Health	<p>Duration and depth of engagement in informatics or digital health initiatives.</p>	<p>0 – Less than 6 months 2 – 6 months–1 year 3 – 1–3 years 5 – Over 3 years experience</p>	
4. Involvement in Governance or Data Management Activities	<p>Previous or ongoing participation in policy implementation, data governance, or compliance-related work.</p> <p><i>(Previous involvement in: Digital system rollout or management, Policy development or SOP formulation, Data sharing or interoperability projects,</i></p>	<p>0 – None 2 – Some exposure 5 – Direct involvement in governance or compliance activities</p>	

	<i>Privacy, security, or audit tasks)</i>		
5. Identified Training Need	Applicant's self-reported or supervisor-identified gap in understanding of digital governance, accountability, or data protection.	0 – No evident need 3 – Moderate need 5 – Clear and well-justified need	
6. Potential for Knowledge Application and Dissemination	Likelihood of applying course knowledge in current duties, Willingness or ability to train, mentor, or guide others, Interest or potential to engage in future policy, planning, or implementation activities	0 - No evidence of application potential or dissemination 3 - Some likelihood of applying knowledge or sharing with others 5 - Strong likelihood of applying knowledge, mentoring others, and contributing to future policy or implementation activities	
7. Commitment and Availability	Willingness to attend a full program and participate actively in pre/post assessments and assignments.	0 – Unavailable or uncertain 3 – Partial commitment 5 – Confirmed full commitment	
8. Institutional Nomination	Endorsement by supervising officer or line director to ensure post-training application of skills.	0 – No nomination 3 – Informal nomination 5 – Officially nominated by institution	

- Total Possible Score: 40
- Recommended Minimum Selection Threshold: 30 points

Selection Process and Timeline

1. Advertisement and Application Period

- Duration: 2 weeks
- Activities:
 - Disseminate the course announcement via official channels (email, websites, social media - whatsapp, institutional networks).
 - Collect applications through an online form or designated submission method.

2. Initial Screening

- Duration: 1 week after application deadline
- Activities:
 - Review applications against eligibility criteria and completeness.
 - Shortlist candidates based on the scoring sheet criteria.

3. Evaluation and Final Selection

- Duration: 1 week
- Activities:
 - Convene the selection committee to score shortlisted candidates.
 - Determine final selected, waitlisted, and non-selected list based on minimum thresholds and overall scores.

4. Notification of Results

- Deadline: 1 week
- Activities:
 - Send official notifications via email to all applicants.
 - Provide feedback or reasons for non-selection if requested.

5. Confirmations and Registrations

- Duration: 1 week
- Activities:
 - Confirm participation of selected candidates.
 - Collect any additional information required for the course (e.g., technical setup for online delivery).

Selection Criteria for Course Participants

1. Relevance of Current Role

- Priority to individuals working in:
 - Digital health implementation
 - Health information systems (HIS)
 - Data management or analysis
 - Hospital or health sector administration
 - Policy, planning, or eHealth regulation

2. Level of Responsibility

- Mid to senior-level staff who are involved in:
 - Decision-making on health IT systems
 - Governance or oversight committees
 - Data privacy/security enforcement

3. Experience in Governance Activities

- Previous involvement in:
 - Digital system rollout or management
 - Policy development or SOP formulation
 - Data sharing or interoperability projects
 - Privacy, security, or audit tasks

4. Geographic and Institutional Representation

- Ensure representation from:
 - Different levels (national, provincial, district)
 - Multiple regions or provinces
 - Hospitals, public health programs, and technical units

5. Potential for Application and Dissemination

- Individuals likely to:
 - Apply the knowledge in current duties
 - Train or mentor others
 - Contribute to future policy or implementation activities

6. Interest and Commitment

- Clear expression of:
 - Willingness to attend all sessions
 - Motivation for participating
 - Willingness to complete assessments if required

7. Technical Readiness (if online)

- Access to:
 - Reliable internet connection
 - Devices for video conferencing
 - Basic digital literacy

8. Balance of Disciplines

- Include a mix of:
 - Clinical professionals
 - IT and informatics staff
 - Administrative or planning officers
 - Policy and monitoring staff

9. Language or Learning Support Needs

- Consider participants who may benefit from bilingual support (Sinhala/Tamil/English) or accessible learning formats.

APPLICATION FORM

Certificate Course on Applying the Digital Health Governance Framework

Courses Offered (give your preference ranked 1, 2 or 3)

TOGAF 10	TOGAF® Enterprise Architecture: Foundation & Practitioner - Training & Certification	
COBIT 2019	COBIT® 2019 Foundation - Training & Certification	
ITIL 5	ITIL Foundation (Version 5) - Self-Study Bundle & Certification	

Please note that only one course will be granted for one applicant

Section A – Applicant Details

1. Full Name:

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2. Designation:

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3. Institution / Unit:

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4. Contact Number:

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5. Email Address:

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6. Years of experience in Health Informatics / Digital Health:

- < 1 year
- 1-3 years
- > 3 years

Section B – Role Relevance

7. Briefly describe your current role and responsibilities related to digital health systems or data management:

8. Have you been involved in digital health governance, data protection, compliance, or reporting activities?

Yes

No

8. 1. If yes, briefly describe:

Section C – Training Need and Motivation

9. Explain why this course is relevant to your current role and how it will support institutional or national digital health priorities:

10. Confirm availability to attend the full duration of the course:

Yes

No

Section D – Applicant Declaration

I certify that the information provided above is true and accurate.

If selected for the “Online Certificate Course on Applying the Digital Health Governance Framework”, funded under the Global Fund – HiQi Project, I agree to:

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1. Actively participate in the online training programme and complete all required course modules.
 2. Complete the certification examination within the stipulated timeframe specified by the Ministry of Health.
 3. Complete all course requirements on or before 30th November, 2026 in accordance with the Global Fund project implementation period.
 4. Submit a copy of the course completion certificate to the Health Information Unit upon completion.
 5. Submit a brief learning summary/report outlining key lessons and potential applications within my institution.
 6. Apply the knowledge gained through the course to support digital health governance and implementation activities within my institution.

I understand that failure to complete the course and certification examination without a valid justification may affect my eligibility for future externally funded training opportunities conducted by or through the Ministry of Health.

Signature of Applicant: Date:
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Section E – Nomination and Institutional Approval

Name and Designation of Supervisor / Institutional Head:
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Institution:

Justification for Nomination:

- The applicant is approved based on organizational and national priorities
- The applicant will be released for full participation
- Institutional support will be provided for the post-training application of learning

I confirm that the nominated officer will be supported to complete the course requirements within the stipulated timeframe.

Signature: Date:

Official Stamp: