



MASSACHUSETTS
GENERAL HOSPITAL

CENTER FOR FACULTY
DEVELOPMENT

125 Nashua Street, Suite 8-8240
Boston, Massachusetts 02114
Tel: (617) 724-0818
Email: cfid@partners.org
<https://www.massgeneral.org/faculty-development>

Center for Faculty Development
Office for Clinical Careers
Office for Research Careers
- Graduate Student Division
- Post Doctoral Division
Office for Well-Being
Office for Women's Careers

George Q. Daley, MD
Dean of the Faculty of Medicine, Harvard Medical School
Dean's Office, Gordon Hall
25 Shattuck St.
Boston, MA 02115

Dear Dean Daley:

We are pleased to recommend the promotion of Dr. B to Assistant Professor of *discipline* under Clinical Expertise and Innovation criteria, with the significant supporting activity of Investigation. Dr. B's promotion was unanimously approved by the *departmental/division committee on specific date*.

DESCRIPTION OF THE CANDIDATE AND HIS CONTRIBUTIONS

• BACKGROUND AND TRAINING

Dr. B graduated from *college* in *year* and obtained his *medical degree* from *university* in *year*. After completing his residency training at *institution* in *year*, he was a *specific discipline* fellow at *institution* from *year-year* and then completed a second fellowship in *discipline* at *institution* in *year*. He has been an Instructor in *discipline* at Harvard since *Month/Year*, when he joined the faculty to contribute his expertise as a *specific discipline* expert.

• REVIEW OF CURRENT ACTIVITIES

Dr. B is a *specialty* surgeon in the Department of *discipline* at *institution* who has developed a subspecialty interest in *specific field*. He is also a *clinician scientist* with a major research interest in *specific area*. Currently in his first of a five-year NIH-funded K08 award, Dr. B spends 80% of his protected time in the laboratory of Dr. C, who serves as his scientific mentor.

• AREA OF EXCELLENCE – CLINICAL EXPERTISE AND INNOVATION

o Contributions, achievement, and impact

Dr. B has developed national recognition for his work on *specific area*. He serves as the lead inventor on a patent application for a new potential method of treating *specific disease*. Dr. X is actively researching this avenue in his K08 mentor's lab. In addition, Dr. B has spearheaded *specific innovation*, primarily focusing on *specific aspects*. His *specialty* clinic is busy, with frequent regional referrals in addition to those within the Harvard system. As a *specialty* surgeon, he corrects *specific debilitating conditions*.

o Reputation

Dr. B won best research awards at the *Name of Society* in *year* and the *different society* annual meeting in *year*. He has been an invited speaker at several regional and national conferences, discussing his work in *specialty*. His work with *his clinical innovation* has been presented at international conferences. Of particular note, he has twice been an invited speaker for the prestigious *Name of Foundation*. His *specialty* research was recognized with funding not only of an NIH K08 award but also the *current institution's* Career Development Award, the first *name of department* faculty member to receive this *institutional* award in more than *#* years. He serves as a peer reviewer for five *discipline* journals, including [*provide 3 journal names*]. He served as guest editor for a special issue in *journal* in *year*.

o Demonstration of scholarship

Dr. B's work has resulted in the publication of # original articles, all published since the beginning his *specialty* training, with # as first or last author. He has also published # reviews (# first or last author), # book chapters, and # case reports. He is applying for other foundational grants as he builds preliminary data and hypotheses for an R01 application to be submitted by *year*.

EVALUATION FOR TEACHING AND EDUCATION

Dr. B actively contributes to the training of *specialty* residents and fellows in the clinic and operating room. He served as course director for the *Name of Course* in *year*. In *year*, he was recognized for his teaching as Fellow of the Year by popular vote of the residents. As a member of the *specialty* Residency leadership team, he serves as Resident Research Advisor. In his lab work related to *research focus*, he supervises one graduate student and one research assistant in the lab. In his clinical research related to *innovation*, Dr. B currently advises a clinical fellow, # residents, and # visiting students on projects.

SIGNIFICANT SUPPORTING ACTIVITY

- Investigation

Dr. B performs research in two main areas: *area 1 and area 2*. He is testing the hypothesis [*develop...*]. He has shown that [*develop...*]. Dr. B is also performing clinical research in *specific area*. He was the first to report the [*particular*] findings using [*innovation*] in [*conditions*]. In a series of patients presenting acutely and non-acutely with *specific condition*, Dr. B showed [*develop...*]. Continuation of this work is aimed at distinguishing diagnostic markers for *condition*.

REVIEW OF SOLICITED LETTERS

The letters of support are uniformly strong, unequivocally supporting Dr. X's promotion to Assistant Professor of *discipline*:

SUMMARY

Dr. B is a highly regarded and skillful clinician with an already successful trajectory of innovative research in *specific area*. He has strong funding and scholarship and he is a natural educator. For all of these reasons we are pleased to recommend Dr. B as highly deserving of promotion to the rank of Assistant Professor of *discipline*.

Sincerely,