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Department of Anesthesia and Critical Care

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DATE XXXXXX

George Q. Daley, M.D., Ph.D.
Dean of the Faculty of Medicine
Harvard Medical School
25 Shattuck Street
Boston, Massachusetts 02115

Dear Dean Daley:

We respectfully and enthusiastically write to propose the promotion of **NAME, M.D.**, to Assistant Professor of Anaesthesia, at Harvard Medical School. Dr. _____'s area of excellence is clinical expertise and innovation. His significant supporting activities are administration and institutional service. In his brief, but spectacular, tenure as an Instructor, Dr. _____ has become a prominent national scholar in the newly developed field of anesthesia informatics – a field that he is helping to create through his innovative work.

Dr. _____'s past education and accomplishments presage his current successes. He received his B.S. from Haverford College in 2000, followed by his M.D. from the University of Chicago Pritzker School of Medicine in 2004. His postgraduate training began with an internship in Internal Medicine at the Massachusetts General Hospital. After his internship in 2005, he became a research fellow in the Department of Anesthesia, Critical Care, and Pain Medicine (DACCPM) at the Massachusetts General Hospital. Later that year he entered into his residency in Anesthesia also at the Massachusetts General Hospital, which he completed in 2008. Following his residency, Dr. _____ received a Masters in Public Health from the Harvard School of Public Health in 2009. Later in 2009, he obtained board certification in Anesthesiology from the American Board of Anesthesiology. Upon completion of his residency in 2008, he joined the staff of the Department of Anesthesia, Critical Care, and Pain Medicine at the Massachusetts General Hospital, and was appointed as Instructor in Anesthesia at Harvard Medical School.

Since joining the MGH Department of Anesthesia, Critical Care, and Pain Medicine, Dr. _____ has devoted his major time and effort to clinical innovation and research within the operating room. He is a founder and co-director of the MGH Anesthesia Informatics Fellowship, Physician Lead for the Anesthesia Clinical Research Center, and an important contributory member of the MGH DACCPM Credentialing Committee. Dr. _____ also

co-leads the MGH Anesthesia Informatics Group, where he is currently heading up several ongoing multi-center clinical research trials focused on unique applications of process monitoring & control, application of data-mining techniques to define optimal clinical practices, and the development/application of intraoperative outcomes measures. He has a strong interest in health policy, serves on three national committees of the American Society of Anesthesiologists, and has been elected Vice-Speaker of the Massachusetts Medical Society.

Area of Excellence (Clinical Expertise and Innovation)

Over the past five years, Dr. _____ has been a driving force for innovation within the Department and is an individual whose expertise in the areas of bioinformatics, process improvement, clinical research, perioperative systems design, and technology assessment is constantly sought out by faculty both within and outside of the Department. He has collaborative relationships and ongoing projects with members of the MGH Departments of Radiology, Surgery, Pharmacy, and Medicine – as well as the Departments of Anesthesia at the University of Michigan, Thomas Jefferson University, the University of Miami, and Vanderbilt University. He serves on the MGH Metavision Data Use Committee (MDUC) which provides investigative leadership and guidance for clinical research projects that utilize our Departmental information systems. His work around the utilization of electronic information management systems to impact provider performance and clinical outcomes has been recognized both nationally and internationally through publications in top-ranked peer-reviewed journals and invitations to speak on topics within this area of expertise.

A tireless worker, Dr. _____ simultaneously has launched a research career, while serving our specialty through national committee work, and also has written educational texts in anesthesiology. Specifically, in the past few years he has completed a number of important research projects which have helped shape clinical practice –including work devoted to understanding the safety and performance characteristics of double lumen endobronchial tubes, discerning the variable efficacy of different types of intraoperative alerting modalities, and quantifying the global burden of prolonged hypoxemia in surgical patients. He has obtained grant funding from the Foundation for Anesthesia Education and Research, Medline Industries, Partners Healthcare Office of Graduate Medical Education, and was awarded a highly competitive spot on the Harvard Anaesthesia T-32 NIH Training Grant. With respect to service to the profession, Dr. _____ has served on the ASA Standards and Practice Parameters Committee for the past three years, as well as the ASA Task Force on Guidelines for the Management of Postoperative Nausea and Vomiting. Finally, Dr. _____ has co-edited three clinical texts or handbooks of anesthesia (“Pocket Anesthesia”, “Anesthesiology: A Case Based Guide for Students”, “MGH Clinical Essentials of Anesthesia Equipment” – one of which (“Pocket Anesthesia”) is now the nation’s best selling pocket guide and is being used daily by attending physicians, residents, medical students, and nurses across the world.

Dr. _____ has developed a robust national, and a nascent international reputation for clinical innovation and expertise. He has been invited to speak locally (Harvard Anesthesia Update, Harvard Office Based Anesthesia Course, Beth Israel Deaconess Medical Center, Boston University School of Medicine, University of Massachusetts School of Medicine, Worcester Polytechnical Institute, Massachusetts Medical Society) as well as nationally and

internationally (American Society of Anesthesiologists, Society for Technology in Anesthesia, International Anesthesia Research Society, Surgical Innovations Meeting, Oregon Society of Anesthesiologists, U.S. Critical Illness and Injury Trials Group, Canadian Anesthesia Society, the University of British Columbia, Royal College of Surgeons in Ireland). In addition, Dr. _____ serves as an ad hoc reviewer for the two major U.S. anesthesia journals, “Anesthesiology” and “Anesthesia & Analgesia.” He was awarded a DACCPM citizenship award in 2009 for his many contributions to the Department related to technological innovation and perioperative systems design. Within his area of focus, Dr. _____ has published four first author original research articles or reviews, and eight book chapters. Additionally, he has co-edited the three novel clinical anesthesia texts or handbooks previously listed and is currently editing two more.

Teaching Contributions

Along with his clinical teaching of anesthesia residents and fellows at the Massachusetts General Hospital, Dr. _____ participates in both didactic and clinical teaching across the entire educational continuum. For the past three years, Dr. _____ has tutored in the HMS Integrated Human Physiology course (IN752.0). As a result of his outstanding teaching ability, this past year he received an HMS teaching award for excellence in tutoring. In addition to formally teaching medical students, Dr. _____ lectures in the core resident curriculum at both the MGH and the BIDMC, where his lectures are always highly rated and well received. He proposed, created, and now co-directs the MGH Anesthesia Informatics Fellowship – the nation’s first informatics fellowship in anesthesia. Dr. _____ has been a faculty workshop leader for the Harvard Advanced Airway Management Course for the past three years, lectured at the Harvard Office Based Anesthesia CME Course, and will be speaking at the upcoming 2010 Harvard Anesthesia CME Update.

Significant Supporting Activities

Dr. _____’s significant supporting activities are within the area of administration and institutional service. Locally, he has served on several departmental committees such as the MGH DACCPM Credentialing Committee, the MGH DACCPM Perioperative Positioning Taskforce, the MGH Pediatric OR Performance Improvement Committee, and the MGH Blood Transfusion Taskforce. He has also taken on a number of important leadership roles in professional societies including service on the Board of Trustees of the Massachusetts Medical Society, the Board of Trustees of the Boston Medical Library, the Governing Council of the American Medical Association, the Governing Council of the American Society of Anesthesiologists, and the Suffolk District Medical Society Executive Committee. In addition, he has been appointed to several distinguished regional and national committees including the New England Journal of Medicine Publications Committee, the ASA Standards and Practice Parameters Committee, the AMA Public Health Committee, the MMS Vital Signs Editorial Board, the MMS Information Technology Committee, and the MSA Public Education Committee. Finally, Dr. _____ has been instrumental in the development of programs that create diversity for patients, providers, and trainees. In his capacity as Chair of the MGH LGBT Employee Resource Group, and Chair of the Massachusetts Committee on LGBT Health, he has hosted a number of programs and CME events which have

included “Caring for Your Gay and Lesbian Patients” , “Managing the Health of Transgender Patients”, and “The Impact of Coming Out on the Doctor-Patient Relationship.”

Review of Solicited Letters

The enclosed letters from nationally recognized figures uniformly support the promotion to Assistant Professor of Anaesthesia at Harvard Medical School.

SUMMARY EXCERPTS FROM LETTERS OF SUPPORT WILL BE INSERTED HERE

Thus, all letters solicited and received are unreservedly supportive of the promotion.

Dr. _____ has earned the respect of his colleagues and peers, both nationally and internationally, as a result of his clinical contributions and educational and administrative leadership. The proposal to forward Dr. _____ to Harvard Medical School for promotion to Assistant Professor of Anaesthesia was approved unanimously and with great enthusiasm by the MGH DACC Appointments and Promotions Committee on ___DATE___ and the Harvard Anaesthesia Executive Committee on ___DATE___. We look forward to your review and favorable response.

Sincerely yours,