



MASSACHUSETTS  
GENERAL HOSPITAL



HARVARD  
MEDICAL SCHOOL

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**Department of Radiology**

Gordon Center for Medical Imaging

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**Georges El Fakhri, PhD, DABR**

Director, Gordon Center for Medical Imaging

Co-Director, Division of Nuclear Medicine and  
Molecular Imaging

Nathaniel & Diana Alpert Professor of Radiology  
Harvard Medical School

June 1, 2020

Dr Xiaofeng Liu

1 Rockland Park

Malden, MA 02148, MA

Dear Xiaofeng:

This letter is a formal job offer to join the Gordon Center for Medical Imaging within the Department of Radiology at Massachusetts General Hospital (MGH) and Harvard Medical School (HMS) as an Instructor starting September 1<sup>st</sup> 2020. This letter describes key aspects of your employment, including the compensation you would receive, and summarizes prior communications between us regarding your employment.

Staff Appointment

We will recommend you for appointment to the MGH Non-Clinical Professional Staff. Your employment is contingent upon your successful completion of the MGH credentialing process for Non-Clinical Professional Staff and final appointment by the Trustees of the Hospital to the Professional Staff, as well as satisfactory completion of all MGH pre-employment requirements, including drug screening. Details of the MGH/MGPO pre-employment requirements can be found here: <https://www.partners.org/For-Medical-Professionals/Employment-Conditions.aspx>. I will recommend a faculty appointment for you as Instructor in Radiology at Harvard Medical School (HMS). Your faculty appointment at HMS is contingent upon your staff appointment at MGH, or other HMS-affiliated hospital, and meeting any annual teaching hour requirements set by HMS. As a member of the Professional Staff of the MGH, you will be subject to the Bylaws of the Professional Staff of the MGH, as well as other applicable policies and procedures of the MGH, as in effect from time to time.

In addition to successful credentialing, your employment and appointment at the MGH will be subject to your securing an appropriate visa through the Hospital's International Office. Our Center administrative assistant, Ms. Sooyoung Han, will facilitate your visa application in coordination with the Partners Office for International Professionals and Students (PIPS).

Responsibilities

You will be expected to devote your full-time professional efforts to performing services for the Gordon Center for Medical Imaging, Department of Radiology at the MGH, which may include teaching, research and administrative duties, as summarized below.

While employed by the MGH, you may engage in outside activities, including consulting activities, in accordance with the Partners Healthcare policies governing such activities, including the Code of Conduct (found at

[https://www.partners.org/Assets/Documents/About-Us/OII/Partners\\_Code\\_of\\_Conduct.pdf](https://www.partners.org/Assets/Documents/About-Us/OII/Partners_Code_of_Conduct.pdf)) and the Policy for Interactions with Industry and Other Outside Entities, which includes the institutional policies on conflict of interest and consulting and other outside activities. This Policy can be found at [www.partners.org/Assets/Documents/About-Us/OII/OII\\_Policy.pdf](https://www.partners.org/Assets/Documents/About-Us/OII/OII_Policy.pdf). You also will be subject to the Intellectual Property Policy for Partners-Affiliated Hospitals and Institutions (Attachment 1).

As a new employee of the MGH, we draw your attention specifically to the MGH Mission, Credo and Boundaries Statement (found at <https://www.massgeneral.org/news/assets/PDF/HTLInsert020317.pdf>), which describes standards of conduct and professionalism for the organization. The MGH views these standards as essential to good patient care and to maintaining a collegial professional community. We also bring your attention to MGH confidentiality standards with respect to patient information, peer review activities, research activities and business and financial information, as set forth in applicable policies (Attachment 2), to which you also are expected to adhere.

As your position is presently conceived, your primary responsibilities will be devoted to work on Artificial Intelligence Applied to Medical Imaging problems under Drs. Jonghye Woo and Jinsong Ouyang. I will serve as your mentor. During the course of your employment you may be asked to participate in administrative and/or teaching duties.

We expect that you will make efforts to secure and maintain research grants to support your research activities and to further the research mission of the Department, the Center, and the Hospital. Your research grant applications will be sponsored by the Gordon Center for Medical Imaging. Your teaching responsibilities may include supervision of medical students, post-graduate trainees, graduate students and/or undergraduate students. You will be encouraged to participate in teaching activities available in the Department of Radiology in general and in the lab in particular, such as participating in the teaching of a graduate course at MIT-HST (HST-565) entitled "Medical Imaging Sciences and Applications". We expect you to mentor students and post-doctoral fellows in the lab and to play an instrumental role in their training and professional development and I will help you to identify and fund promising research fellows and students. Your teaching and mentoring activities will require approximately 50 hours per year.

The Chief of the Department, Dr. James Brink, or Director of the Center, Dr. Georges El Fakhri, may also assign you additional administrative duties, such as committee assignments or participation in special projects or programs. Your research, teaching, and administrative, responsibilities may change from time to time, and your continued engagement in each of these roles is subject to the discretion of the Chief or Director.

You will be expected to perform all duties in conformance with institutional policies and procedures and in a financially responsible manner. This includes ensuring appropriate utilization of hospital resources such as laboratory space and supplies; compliance with regulatory requirements; appropriate management of research funds; and introducing/developing new techniques and technologies in a fiscally and ethically prudent manner.

### Compensation

At all times during your employment, your compensation must comply with the compensation policies and procedures of the MGH, including the policies of your Department/Center, all as in effect from time to time. This initial agreement and all future compensation arrangements are subject to the review and approval of the MGH Compensation and Personnel Practices Committee.