



MASSACHUSETTS  
GENERAL HOSPITAL



HARVARD  
MEDICAL SCHOOL  
A Teaching Affiliate

October 2, 2022

Katsuhiko Tomofuji, MD

Dear Dr. Tomofuji:

Thank you for your interest in joining our laboratory and the research communities at the Massachusetts General Hospital ("MGH") and Harvard Medical School ("HMS"). I hope our recent conversations have given you a sense of the remarkable opportunities for research and collaboration at the MGH. Based on your promising research career and mutual interests, I am pleased to offer you the position of Research Fellow in the MGH Center for Transplantation Sciences, beginning on October 17, 2022.

Your employment will commence with an initial salary of \$60,000 per year. Your salary will be supported for a period of 12 months, starting from your date of hire. This period may be extended for 1 to 4 additional years, provided both parties desire to extend your fellowship and that funding permits such an extension. It is my understanding that you will make every effort during this initial period to generate the results required for such an extension. Please be aware that your employment beyond 12 months is contingent upon adequate funding from research grants or other outside sources to fully support your salary and benefits.

You will be eligible for certain employee benefits, including a monthly Benefits Credit to help defray the costs of purchasing healthcare coverage. The MGH offers a comprehensive benefits program to choose from including two medical insurance plans, a prescription drug plan, two dental insurance plans, a vision care plan, pre-tax flexible spending health and dependent care accounts, long-term disability insurance, life insurance, accidental death and dismemberment insurance, and a 403(b) tax-sheltered annuity retirement plan. The MGH also offers a fitness benefit for employees to join the MGH/Charles River Park Fitness Center at a discounted membership rate. To obtain further details about these benefits, you should contact the Professional Staff Benefits Office at 617-726-9267. Please be aware that your employment is contingent upon adequate funding from research grants or other outside sources to fully support your salary and benefits.

In acknowledgement of the need for a beneficial work-life balance, Research Fellows at the MGH are entitled to 15 working days of paid time off per year to be used annually for vacation or sick time. Research Fellows are encouraged to make use of vacation time annually as any unused time does not carry over beyond the appointment year in which it was accrued, or to subsequent reappointments to the Professional Staff, nor does it pay out upon termination of employment with the MGH.

I will recommend you for appointment to the Non-Clinical Professional Staff at the MGH as a Research Fellow. ***This offer of employment and agreement are subject to your satisfactory completion of the MGH/MGPO credentialing process and final appointment to the MGH/MGPO Professional Staff by the Trustees of the Hospital, as well as satisfactory completion of all MGH/MGPO pre-employment requirements, including drug screening.***

As you may already be aware from our previous discussions, the Research Fellow appointment is intended to be a training position at the MGH and to provide valuable experience to support and facilitate the transition towards an academic career or another professional path. Therefore, consistent with MGH policy, your appointment as a Research Fellow may not exceed five years from the date of your initial employment. By then, it is expected that you will move into another position, either at the MGH or elsewhere. Research Fellow appointments are reviewed and processed annually by the Department of Surgery. The Department of Surgery may also propose that you be

appointed as a Research Fellow at the Harvard Medical School, however, final approval of this appointment rests with HMS.

In addition to successful credentialing, your employment and appointment at the MGH will be subject to your securing an appropriate temporary visa through the Hospital's International Office. Because the Research Fellow position is a short-term training position limited to five years, it cannot be the basis for a permanent visa petition. The Partners **Office for International Professionals and Students (PIPS)** may be reached at **857-282-8211**.

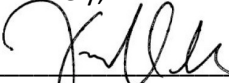
The MGH Guidelines for Research Fellows provide details on your rights and responsibilities as an MGH postdoctoral fellow; a copy of this policy may be found here:  
<https://www.massgeneral.org/faculty-development/offices/pdd/research-fellow-guidelines>.

In addition, as an employee of the MGH, you will be subject to all applicable policies of the Hospital, including the Professional Staff Bylaws of the MGH and the Partners HealthCare System Research Integrity Policy, both of which are enclosed.

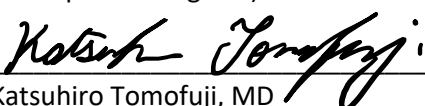
This arrangement may be terminated without cause by either you or the MGH. Research Fellows are expected to provide at least thirty (30) days prior written notice should they decide to terminate the appointment. Consistent with HMS policy, faculty mentors wishing to terminate the arrangement are generally expected to provide ninety (90) days prior written notice. Either party also may terminate this arrangement for cause at any time.

I am delighted at the prospect of your joining us here at the MGH and look forward to working with you.

Sincerely,

  
\_\_\_\_\_  
James F. Markmann, MD, PhD  
(Principal Investigator)

08/03/2022  
Date

  
\_\_\_\_\_  
Katsuhiko Tomofuji, MD  
(Research Fellow)

08/13/2022  
Date

Cc: MGH Post Doctoral Division ([pdd@partners.org](mailto:pdd@partners.org))