Name of Policy: Automatic solid to liquid dosage form conversion **Policy Number:** 3364-133-124 **Department:** Pharmacy Senior Hospital Administrator, Chair of Pharmacy **Approving Officer:** & Therapeutics Director of Pharmacy **Responsible Agent: Effective Date**: 09/28/2023 Scope: University of Toledo Medical Center Initial Effective Date: 8/1/2017 New policy proposal Minor/technical revision of existing policy Major revision of existing policy Reaffirmation of existing policy

(A) Policy Statement

The University of Toledo Medical Center (UTMC) department of pharmacy seeks to serve the needs of its patients. In order to do, pharmacists may interchange solid dosage forms for liquid dosage forms based on the needs of the patients and bioavailability of the drug.

(B) Purpose of Policy

Patients are often prescribed oral tablets or capsules. During a hospital stay, a patient may have a feeding tube (such as nasogastric, jejunum, or gastric tube) or other needs which necessitate a change to a liquid dosage form in order to administer the medication. As a result, this policy will serve as a guideline for pharmacists as nurses or other providers request changes in dosage form during the care of patients.

(C) Procedure

- 1. This policy and procedure is to serve as a guideline only. Remember to check the following items prior to interchange of any medication especially those not explicitly included on this list.
 - a. Bioavailability
 - b. Ability to crush or dissolve
 - i. Do not crush extended release, sustained release, or enteric-coated medications tablets.
 - ii. Medication order or nursing comments may indicate that the product cannot be crushed.
 - c. Package or labeling instructions for guidance on interchanges
 - d. Routes of administration of other active medications on the patient's profile
- 2. When interchanging a solid/liquid dosage form for an equivalent solid/liquid dosage form, utilize the following steps for purposes of documenting in the patient's permanent medical record. Interchanges may be initiated by routine pharmacy patient profile review or from requests by nursing or medical staff.
 - **a.** Discontinue the initial order in the computerized prescriber order entry system.
 - **b.** Enter the equivalent order into the computerized prescriber order entry system with the following comments "This order was placed as a result of a solid/liquid to solid/liquid switch per the approved automatic PO to enteral pharmacy procedure."
 - c. Enter a note into the electronic pharmacy documentation system. Per clinical judgment, for cases that are more questionable or involve discussions with medical team, in accordance with institutional policy 3364-133-123 Pharmacist Charting, a note should be created and printed to be placed in the patient's permanent medical record. The note should detail the medication(s) being evaluated, clinical considerations for oral to enteral conversions, individuals for whom therapy

was discussed, resultant actions, and any follow up actions. **Appendix 1** contains a recommended template note to be used by pharmacist creating note to be included in the medical record

3. The following medications are covered under this policy. This does not include all bioequivalent medications that could be changed from oral tablets to an enteral dose form.

Initial Ordered Oral Product and Dosage Form	Equivalent Ordered Product and Dosage Form	
Guaifenesin ER 600mg every 12 hours	Guaifenesin 300mg/15 mL every 6 hours	
Gabapentin tablets, capsules	Gabapentin oral solution 250mg/5mL	
	*Use solution to make equivalent dose for oral	
	dose*	
Ferrous sulfate 325mg tablet	Ferrous sulfate 300mg/5mL oral solution	
Potassium chloride (KLOR-CON, KDUR) extended	Potassium chloride oral solution *Use solution to	
release tablet	make equivalent mEq dose for oral dose*	

Approved by:		Review/Revision Date:	
/s/ Russell Smith Pharm D, FACHE Senior Hospital Administrator	09/28/2023 Date	4/20 8/23	
/s/ Alastair Hoyt, MD Chair Pharmacy and Therapeutics Committee	09/28/2023 Date		
Review/Revision Completed By: Pharmacy		Next Review Date: 8/2026	
olicies Superseded by This Policy:			

Appendix 1: Recommended Medical Record Note Template for Solid to Liquid Therapy Conversion

Solid to Liquid Therapy

The oral therapy of @DRUGNAME for @PN was clinically evaluated for conversion from solid/liquid to solid/liquid therapy. No contraindications to conversion were noted. Based on approved procedure 072-IPP, Automatic Solid to Liquid Dosage Form Conversion, the therapy was changed from @DRUG,ROUTE,FREQUENCY to @DRUG,ROUTE,FREQUENCY. Please call pharmacy with any questions or concerns. Thank you.

**If any specific clinical considerations or discussions with providers (RN or MD) were considered prior to interchange, please include that in note.