Supplemental Figure 1. Physician process for identifying and converting IV medications to PO. The process included daily evaluation of diet orders and appropriateness for conversion. Once the patient met conversion criteria, the physician discontinued or modified IV orders and placed a PO order. Abbreviations: C/S-Culture/Sensitivity, DC-Discontinue, IV-Intravenous, Min-minimum, Osteo-Osteomyelitis, PO-per mouth, POD-post operative day, PPI/H2-Proton pump inhibitor/histamine blocker, Tol-Tolerating
Supplemental Figure 2. Nursing’s process for identifying and converting IV medications to PO. After receiving an IV to PO trigger, nurses review the physician’s progress notes and communicate with the physician. If the physician does not write the IV to PO order, the nurse can write the IV to PO order and scan the information to pharmacy. Abbreviations: IV-Intravenous, MD-Physician, Meds-Medications, PO-per mouth,
Supplemental Figure 3. Pharmacy’s process for identifying and converting IV medications to PO. Patients are identified by chart review, an IV to PO list, or a physician or nurse request. After review, pharmacy makes a recommendation and places or processes orders. If identified by chart review or the IV to PO list, pharmacy contacts the physician, discusses recommendations, and, if accepted, places and processes orders for IV to PO conversion. Abbreviations: IV-Intravenous, MD-Physician, Med-Medications, PO-per mouth, PPI/H2-Proton pump inhibitor/histamine blocker.
**Supplemental Figure 4.** Impact to effort matrix was used to compare potential solutions for diet orders, changing medication orders, process and communication barriers, and medication selection. Potential solutions included: 1. Utilize Text Paging to request IV to PO 2. MD Alert when Diet Changes from Non-PO to PO 3. IV to PO Alert 4. Develop a process for easy conversion based on certain criteria 5. Utilize Message Center to request IV to PO Changes 6. Electronic Trigger to ensure correct route chosen initially 7. Restrictions for ordering of certain IV medications 8. Add/Update IV to PO list (ex. Include diet order & MD) 11. Electronic Trigger to Rx when Diet Order is Placed 12. IV to PO Order to Pharmacy via CPOE. Abbreviations: CPOE-Computerized provider order entry, IV-Intravenous, MD-Physician, PO-per mouth, Rx-Medication
Supplemental Figure 5. Screenshot of an electronic medication administration record comment that was added to indicate the medication was eligible for automatic IV to PO conversion (A). Screenshot of a medication request feature in the electronic medication administration record available for nurses to communicate with pharmacy. The reason “Convert to PO” was added as an additional option (B).