**Supplementary Table 1. Checklist for formulary decision-making**

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| **Criteria** | **Remarks** |
| **Clinical need** | * What is the prevalence and impact of the condition to be treated by the requested drug? What is the relevance of the requested drug to our population? * Are there shortfalls in the existing therapy? Does the requested drug overcome existing problems in safety, efficacy or convenience with current therapy? * Does the requested drug play an important role in addressing this need? * What other therapies might reasonably be pursued instead? |
| **Safety/**  **comparative safety** | * Is the requested drug associated with fewer, less severe or preventable adverse events compared with existing therapy? * Are there any potential errors (e.g. look-alike, sound-alike), related to prescribing, dispensing, administering and monitoring of the requested drug? * Is there any early warning signal of potential safety concerns that may be a red flag, cautioning against approving the requested drug too quickly? * Are there safety issues surrounding the administration or preparation requirements? * Are there any monitoring or other special precautions needed to use the requested drug safely? How difficult will it be for practitioners to comply with the required monitoring and how likely are they to perform this adequately? |
| **Efficacy/**  **comparative efficacy** | * Is there good quality evidence to support the efficacy and is it relevant to our population? * In what way is the requested drug more efficacious compared with existing therapy? * Are the benefits based on surrogate measures rather than clinically relevant outcomes? * Does the published (or unpublished) literature contain conflicting evidence about efficacy? This is especially important given selective publication as well as the marketing practice of distributing only favourable studies or manufacturer-sponsored studies. * Do the efficacy studies use proprietary or manufacturer-developed scales that may bias the findings to give favourable results? |
| **Cost/**  **cost-effectiveness** | * If the requested drug is more costly than existing therapy, is there a significant clinical benefit that justifies the added expense? * What is the additional cost associated with the preparation, administration or monitoring beyond the acquisition? * What is the cost involved in switching patients from their current drug to the requested drug e.g. additional visit, monitoring etc.? * If the requested drug is available in different strengths, what is the cost variation for the different strengths? * Is the patent for its competitor drug about to expire in the next 6-9 months? |
| **Expert opinion** | * Does the expert and / or feedback support the inclusion of the requested drug? * Is there any data to support the claims / presentations from the invited expert? |
| **Others** | * What are the financial consequences of introducing the requested drug into the hospital formulary and is it within hospital or pharmacy budget? * How acceptable is the formulation, route of administration and dose frequency likely to be to the patients? * Is there potential for misuse of the requested drug? |