

Selected Requirements of Prescribing Information

The Selected Requirements of Prescribing Information (SRPI) is a 41-item checklist of important format prescribing information (PI) items based on labeling regulations [21 CFR 201.56(d) and 201.57] and guidances. The word “must” denotes that the item is a regulatory requirement, while the word “should” denotes that the item is based on guidance. Each SRPI item is assigned with one of the following three responses:

- **NO:** The PI does not meet the requirement for this item (**deficiency**).
- **YES:** The PI meets the requirement for this item (**no deficiency**).
- **N/A:** This item does not apply to the specific PI under review (**not applicable**).

Highlights

See Appendix for a sample tool illustrating Highlights format.

HIGHLIGHTS GENERAL FORMAT

1. Highlights (HL) must be in a minimum of 8-point font and should be in two-column format, with ½ inch margins on all sides and between columns.

Comment:

2. The length of HL must be one-half page or less unless (the HL Boxed Warning does not count against the one-half page requirement).

Comment:

3. A horizontal line must separate:
 - HL from the Table of Contents (TOC), **and**
 - TOC from the Full Prescribing Information (FPI).

Comment:

4. All headings in HL (from Recent Major Changes to Use in Specific Populations) must be **bolded** and presented in the center of a horizontal line. (Each horizontal line should extend over the entire width of the column.) The HL headings (from Recent Major Changes to Use in Specific Populations) should be in UPPER CASE letters. See Appendix for HL format.

Comment:

5. White space should be present before each major heading in HL. There must be no white space between the HL Heading and HL Limitation Statement. There must be no white space between the product title and Initial U.S. Approval. See Appendix for HL format.

Comment:

6. Each summarized statement or topic in HL must reference the section(s) or subsection(s) of the Full Prescribing Information (FPI) that contain more detailed information. The preferred format is the numerical identifier in parenthesis [e.g., (1.1)] at the end of each summarized statement or topic.

Comment:

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7. Headings in HL must be presented in the following order:

Heading	Required/Optional
• Highlights Heading	Required
• Highlights Limitation Statement	Required
• Product Title	Required
• Initial U.S. Approval	Required
• Boxed Warning	Required if a BOXED WARNING is in the FPI
• Recent Major Changes	Required for only certain changes to PI*
• Indications and Usage	Required
• Dosage and Administration	Required
• Dosage Forms and Strengths	Required
• Contraindications	Required (if no contraindications must state "None.")
• Warnings and Precautions	Not required by regulation, but should be present
• Adverse Reactions	Required
• Drug Interactions	Optional
• Use in Specific Populations	Optional
• Patient Counseling Information Statement	Required
• Revision Date	Required

* RMC only applies to five labeling sections in the FPI: BOXED WARNING, INDICATIONS AND USAGE, DOSAGE AND ADMINISTRATION, CONTRAINDICATIONS, and WARNINGS AND PRECAUTIONS.

Comment:

HIGHLIGHTS DETAILS

Highlights Heading

8. At the beginning of HL, the following heading, "**HIGHLIGHTS OF PRESCRIBING INFORMATION**" must be **bolded** and should appear in all UPPER CASE letters.

Comment:

Highlights Limitation Statement

9. The **bolded** HL Limitation Statement must include the following verbatim statement: "**These highlights do not include all the information needed to use (insert NAME OF DRUG PRODUCT) safely and effectively. See full prescribing information for (insert NAME OF DRUG PRODUCT).**" The name of drug product should appear in UPPER CASE letters.

Comment:

Product Title in Highlights

10. Product title must be **bolded**.

Comment:

Initial U.S. Approval in Highlights

11. Initial U.S. Approval must be **bolded**, and include the verbatim statement "**Initial U.S. Approval:**" followed by the **4-digit year**.

Comment:

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Boxed Warning (BW) in Highlights

12. All text in the BW must be **bolded**.

Comment:

13. The BW must have a title in UPPER CASE, following the word “**WARNING**” and other words to identify the subject of the warning. Even if there is more than one warning, the term “**WARNING**” and not “**WARNINGS**” should be used. For example: “**WARNING: SERIOUS INFECTIONS and ACUTE HEPATIC FAILURE**”. If there is more than one warning in the BW title, the word “and” in lower case can separate the warnings. The BW title should be centered.

Comment:

14. The BW must always have the verbatim statement “*See full prescribing information for complete boxed warning.*” This statement must be placed immediately beneath the BW title, and should be centered and appear in *italics*.

Comment:

15. The BW must be limited in length to 20 lines. (This includes white space but does not include the BW title and the statement “*See full prescribing information for complete boxed warning.*”)

Comment:

Recent Major Changes (RMC) in Highlights

16. RMC pertains to only five sections of the FPI: BOXED WARNING, INDICATIONS AND USAGE, DOSAGE AND ADMINISTRATION, CONTRAINDICATIONS, and WARNINGS AND PRECAUTIONS. Labeling sections for RMC must be listed in the same order in HL as they appear in the FPI.

Comment:

17. The RMC must include the section heading(s) and, if appropriate, subsection heading(s) affected by the recent major change, together with each section’s identifying number and date (month/year format) on which the change was incorporated in the PI (supplement approval date). For example, “Warnings and Precautions, Acute Liver Failure (5.1) --- 8/2015.”

Comment:

18. A changed section must be listed under the RMC heading for at least one year after the date of the labeling change and must be removed at the first printing subsequent to the one year period. (No listing should be one year older than the revision date.)

Comment:

Dosage Forms and Strengths in Highlights

19. For a product that has more than one dosage form (e.g., capsules, tablets, injection), bulleted headings should be used.

Comment:

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Contraindications in Highlights

20. All contraindications listed in the FPI must also be listed in HL. If there is more than one contraindication, each contraindication should be bulleted. If no contraindications are known, must include the word “None.”

Comment:

Adverse Reactions in Highlights

21. For drug products other than vaccines, the verbatim **bolded** statement must be present: “**To report SUSPECTED ADVERSE REACTIONS, contact (insert name of manufacturer) at (insert manufacturer’s U.S. phone number which should be a toll-free number) or FDA at 1-800-FDA-1088 or www.fda.gov/medwatch.**”

Comment:

Patient Counseling Information Statement in Highlights

22. The Patient Counseling Information statement must include one of the following three **bolded** verbatim statements that is most applicable:

If a product **does not** have FDA-approved patient labeling:

- **See 17 for PATIENT COUNSELING INFORMATION**

If a product **has (or will have)** FDA-approved patient labeling:

- **See 17 for PATIENT COUNSELING INFORMATION and FDA-approved patient labeling**
- **See 17 for PATIENT COUNSELING INFORMATION and Medication Guide**

Comment:

Revision Date in Highlights

23. The revision date must be at the end of HL, and should be **bolded** and right justified (e.g., “**Revised: 8/2015**”).

Comment:

Selected Requirements of Prescribing Information

Contents: Table of Contents (TOC)

See Appendix for a sample tool illustrating Table of Contents format.

24. The TOC should be in a two-column format.

Comment:

25. The following heading must appear at the beginning of the TOC: “**FULL PRESCRIBING INFORMATION: CONTENTS.**” This heading should be in all UPPER CASE letters and **bolded**.

Comment:

26. The same title for the BW that appears in HL and the FPI must also appear at the beginning of the TOC in UPPER CASE letters and **bolded**.

Comment:

27. In the TOC, all section headings must be **bolded** and should be in UPPER CASE.

Comment:

28. In the TOC, all subsection headings must be indented and not bolded. The headings should be in title case [first letter of all words are capitalized except first letter of prepositions (for, of, to) and articles (a, an, the), or conjunctions (or, and)].

Comment:

29. The section and subsection headings in the TOC must match the section and subsection headings in the FPI.

Comment:

30. If a section or subsection required by regulation [21 CFR 201.56(d)(1)] is omitted from the FPI, the numbering in the TOC must not change. The heading “**FULL PRESCRIBING INFORMATION: CONTENTS***” must be followed by an asterisk and the following statement must appear at the end of the TOC: “*Sections or subsections omitted from the full prescribing information are not listed.”

Comment:

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Full Prescribing Information (FPI)

FULL PRESCRIBING INFORMATION: GENERAL FORMAT

31. The **bolded** section and subsection headings in the FPI must be named and numbered in accordance with 21 CFR 201.56(d)(1) as noted below. (Section and subsection headings should be in UPPER CASE and title case, respectively.) If a section/subsection required by regulation is omitted, the numbering must not change. Additional subsection headings (i.e., those not named by regulation) must also be **bolded** and numbered.

BOXED WARNING
1 INDICATIONS AND USAGE
2 DOSAGE AND ADMINISTRATION
3 DOSAGE FORMS AND STRENGTHS
4 CONTRAINDICATIONS
5 WARNINGS AND PRECAUTIONS
6 ADVERSE REACTIONS
7 DRUG INTERACTIONS
8 USE IN SPECIFIC POPULATIONS
8.1 Pregnancy
8.2 Lactation (if not required to be in Pregnancy and Lactation Labeling Rule (PLLR) format, use "Labor and Delivery")
8.3 Females and Males of Reproductive Potential (if not required to be in PLLR format, use "Nursing Mothers")
8.4 Pediatric Use
8.5 Geriatric Use
9 DRUG ABUSE AND DEPENDENCE
9.1 Controlled Substance
9.2 Abuse
9.3 Dependence
10 OVERDOSAGE
11 DESCRIPTION
12 CLINICAL PHARMACOLOGY
12.1 Mechanism of Action
12.2 Pharmacodynamics
12.3 Pharmacokinetics
12.4 Microbiology (by guidance)
12.5 Pharmacogenomics (by guidance)
13 NONCLINICAL TOXICOLOGY
13.1 Carcinogenesis, Mutagenesis, Impairment of Fertility
13.2 Animal Toxicology and/or Pharmacology
14 CLINICAL STUDIES
15 REFERENCES
16 HOW SUPPLIED/STORAGE AND HANDLING
17 PATIENT COUNSELING INFORMATION

Comment:

32. The preferred presentation for cross-references in the FPI is the section (not subsection) heading followed by the numerical identifier. The entire cross-reference should be in *italics* and enclosed within brackets. For example, “[*see Warnings and Precautions (5.2)*].”

Comment:

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33. For each RMC listed in HL, the corresponding new or modified text in the FPI must be marked with a vertical line on the left edge.

Comment:

FULL PRESCRIBING INFORMATION DETAILS

FPI Heading

34. The following heading “**FULL PRESCRIBING INFORMATION**” must be **bolded**, must appear at the beginning of the FPI, and should be in UPPER CASE.

Comment:

BOXED WARNING Section in the FPI

35. All text in the BW should be **bolded**.

Comment:

36. The BW must have a title in UPPER CASE, following the word “**WARNING**” and other words to identify the subject of the warning. (Even if there is more than one warning, the term, “**WARNING**” and not “**WARNINGS**” should be used.) For example: “**WARNING: SERIOUS INFECTIONS and ACUTE HEPATIC FAILURE**”. If there is more than one warning in the BW title, the word “and” in lower case can separate the warnings.

Comment:

CONTRAINDICATIONS Section in the FPI

37. If no Contraindications are known, this section must state “None.”

Comment:

ADVERSE REACTIONS Section in the FPI

38. When clinical trials adverse reactions data are included (typically in the “Clinical Trials Experience” subsection), the following verbatim statement (or appropriate modification) should precede the presentation of adverse reactions from clinical trials:

“Because clinical trials are conducted under widely varying conditions, adverse reaction rates observed in the clinical trials of a drug cannot be directly compared to rates in the clinical trials of another drug and may not reflect the rates observed in practice.”

Comment:

39. When postmarketing adverse reaction data are included (typically in the “Postmarketing Experience” subsection), the following verbatim statement (or appropriate modification) should precede the presentation of adverse reactions:

“The following adverse reactions have been identified during post-approval use of (insert drug name). Because these reactions are reported voluntarily from a population of uncertain size, it is not always possible to reliably estimate their frequency or establish a causal relationship to drug exposure.”

Comment:

Selected Requirements of Prescribing Information

PATIENT COUNSELING INFORMATION Section in the FPI

40. Must reference any FDA-approved patient labeling in Section 17 (PATIENT COUNSELING INFORMATION). The reference statement should appear at the beginning of Section 17 and include the type(s) of FDA-approved patient labeling (e.g., Patient Information, Instructions for Use, or Medication Guide). Recommended language for the reference statement should include one of the following five verbatim statements that is most applicable:

- Advise the patient to read the FDA-approved patient labeling (Patient Information).
- Advise the patient to read the FDA-approved patient labeling (Instructions for Use).
- Advise the patient to read the FDA-approved patient labeling (Patient Information and Instructions for Use).
- Advise the patient to read the FDA-approved patient labeling (Medication Guide).
- Advise the patient to read the FDA-approved patient labeling (Medication Guide and Instructions for Use).

Comment:

41. FDA-approved patient labeling (e.g., Patient Information, Instructions for Use, or Medication Guide) must not be included as a subsection under Section 17 (PATIENT COUNSELING INFORMATION). All FDA-approved patient labeling must appear at the end of the PI upon approval.

Comment:

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Appendix: Highlights and Table of Contents Format

HIGHLIGHTS OF PRESCRIBING INFORMATION

These highlights do not include all the information needed to use **PROPRIETARY NAME** safely and effectively. See full prescribing information for **PROPRIETARY NAME**.

PROPRIETARY NAME (non-proprietary name) dosage form, route of administration, controlled substance symbol
Initial U.S. Approval: YYYY

WARNING: TITLE OF WARNING

See full prescribing information for complete boxed warning.

- Text (4)
- Text (5.x)

RECENT MAJOR CHANGES

Section Title, Subsection Title (x.x) M/201Y
Section Title, Subsection Title (x.x) M/201Y

INDICATIONS AND USAGE

PROPRIETARY NAME is a (insert FDA established pharmacologic class text phrase) indicated for ... (1)

Limitations of Use: Text (1)

DOSAGE AND ADMINISTRATION

- Text (2.x)
- Text (2.x)

DOSAGE FORMS AND STRENGTHS

Dosage form(s): strength(s) (3)

CONTRAINDICATIONS

- Text (4)
- Text (4)

WARNINGS AND PRECAUTIONS

- Text (5.x)
- Text (5.x)

ADVERSE REACTIONS

Most common adverse reactions (incidence > x%) are text (6.x)

To report **SUSPECTED ADVERSE REACTIONS**, contact name of manufacturer at toll-free phone # or FDA at 1-800-FDA-1088 or www.fda.gov/medwatch.

DRUG INTERACTIONS

- Text (7.x)
- Text (7.x)

USE IN SPECIFIC POPULATIONS

- Text (8.x)
- Text (8.x)

See 17 for **PATIENT COUNSELING INFORMATION** and FDA-approved patient labeling **OR** and Medication Guide.

Revised: M/201Y

FULL PRESCRIBING INFORMATION: CONTENTS*

WARNING: TITLE OF WARNING

1 INDICATIONS AND USAGE

2 DOSAGE AND ADMINISTRATION

2.1 Subsection Title

2.2 Subsection Title

3 DOSAGE FORMS AND STRENGTHS

4 CONTRAINDICATIONS

5 WARNINGS AND PRECAUTIONS

5.1 Subsection Title

5.2 Subsection Title

6 ADVERSE REACTIONS

6.1 Clinical Trials Experience

6.2 Immunogenicity

6.2 or 6.3 Postmarketing Experience

7 DRUG INTERACTIONS

7.1 Subsection Title

7.2 Subsection Title

8 USE IN SPECIFIC POPULATIONS

8.1 Pregnancy

8.2 Lactation (if not required to be in PLLR format use Labor and Delivery)

8.3 Females and Males of Reproductive Potential (if not required to be in PLLR format use Nursing Mothers)

8.4 Pediatric Use

8.5 Geriatric Use

8.6 Subpopulation X

9 DRUG ABUSE AND DEPENDENCE

9.1 Controlled Substance

9.2 Abuse

9.3 Dependence

10 OVERDOSAGE

11 DESCRIPTION

12 CLINICAL PHARMACOLOGY

12.1 Mechanism of Action

12.2 Pharmacodynamics

12.3 Pharmacokinetics

12.4 Microbiology

12.5 Pharmacogenomics

13 NONCLINICAL TOXICOLOGY

13.1 Carcinogenesis, Mutagenesis, Impairment of Fertility

13.2 Animal Toxicology and/or Pharmacology

14 CLINICAL STUDIES

14.1 Subsection Title

14.2 Subsection Title

15 REFERENCES

16 HOW SUPPLIED/STORAGE AND HANDLING

17 PATIENT COUNSELING INFORMATION

* Sections or subsections omitted from the full prescribing information are not listed.