

KELEBIHAN DAN KEKURANGAN FAMILY FOLDER DI PUSKESMAS GAMPING II

Umi Amarrosida Lungitami¹Laili Rahmatul Ilmi A.md.,SKM.,MPH²

INTISARI

Latar belakang: Puskesmas atau Pusat Kesehatan Masyarakat adalah sebuah penyelenggaraan upaya kesehatan bagi masyarakat dari organisasi dengan upaya Kesehatan tingkat pertama yang mengutamakan proaktif dan upaya preventif di bidang kerjanya. Studi pendahuluan yang dilaksanakan di Puskesmas Gamping II dari wawancara dengan petugas rekam medis diperoleh hasil bahwa penyimpanan *Family Folder* di puskesmas Gamping II memiliki kelebihan yaitu menghemat tempat penyimpanan dan memiliki Kekurangan yaitu salah identifikasi pasien karena kemiripan nama pasien dalam satu map dan penuhnya map rekam medis karena data rekam medis anak kos yang dimasukkan kedalam map pemilik kos meskipun nomer kartu keluarganya tidak sama akan tetapi berdasarkan wilayah.

Tujuan : Mengetahui bagaimana tatalaksana penyelenggaraan penyimpanan berkas rekam medis menggunakan sistem *Family Folder*.

Metode Penelitian: Penelitian ini menggunakan metode kualitatif dengan rancangan *deskriptif* dengan menggunakan pendekatan Fenomenologi. Peneliti mewawancarai 2 petugas rekam medis dan melakukan observasi dalam pengambilan data penelitian.

Hasil Penelitian: Puskesmas gampipng II memiliki 3 petugas rekam medis, 2 petugas berlatar belakang Pendidikan D-3 Rekam medis dan 1 petugas berlatar belakang Pendidikan SMA. Sistem penyimpanan di Puskesmas Gamping II menggunakan *terminal digit filing* dengan pemisahan rak menggunakan kode desa.

Kesimpulan: Tatalaksana penyimpanan rekam medis di Puskesmas Gamping II yaitu petugas akan mengambil berkas yang telah selesai di berikan pelayanan, petugas mensortir berkas sesuai kode desa, petugas akan menyimpan berkas rekam medis sesuai kode desa, dan petugas akan menyimpan berkas rekam medis sesuai tempat yang sudah di tandai tracer. Kekurangan sistem *Family Folder* : petugas harus mengambil map rekam medis pada 1 poli ke poli lain yang dituju untuk mengambil berkas rekam medis pasien jika dalam satu keluarga terdapat 2 orang atau lebih yang memeriksakan diri dan seringnya kesalahan dalam mengambil berkas karena terdapat kemiripan pada data diri pasien sehingga menyebabkan kesalahan informasi medis. Akan tetapi dalam penggunaan sistem *Family Folder* ini juga terdapat kelebihan yaitu kecepatan petugas dalam mencari map rekam medis, lebih hemat tempat dan map rekam medis.

Kata kunci: Rekam medis, *Family Folder*.

¹ Mahasiswa Rekam medis dan Informasi Kesehatan (D-3) Fakultas Kesehatan Universitas Jenderal Achmad Yani Yogyakarta.

² Dosen Rekam medis dan Informasi Kesehatan (D-3) Fakultas Kesehatan Universitas Jenderal Achmad Yani Yogyakarta.

ADVANTAGES AND DISADVANTAGES OF FAMILY FOLDERS AT THE GAMPING II HEALTH CENTER

Umi Amarrosida Lungitami¹Laili Rahmatul Ilmi A.md.,SKM.,MPH²

ABSTRACT

Background: Puskesmas or Community Health Center is an organization of health efforts for the community from an organization with first-level health efforts that prioritize proactive and preventive efforts in their field of work. A preliminary study conducted at the Gamping II Health Center from an interview with a medical record officer obtained the results that the *Family Folder* storage at the Gamping II health center has the advantage of saving storage space and having the disadvantage of mis-identification of the patient due to the similarity of the patient's name in one folder and the full medical record folder because the medical record data of the boarding house child entered into the folder of the owner of the boarding house even though the family card number is not the same will be but by region.

Purpose: Knowing how to manage the implementation of storing medical record files using the *Family Folder* system.

Research Methods: This study uses qualitative methods with a *descriptive* design using a Phenomenological approach. Researchers interviewed 2 medical record officers and made observations in the collection of research data.

Research Results: Puskesmas Gamping II has 3 medical record officers, 2 officers with D-3 Education background Medical records and 1 officer with a high school education background. The storage system at puskesmas Gamping II uses a *filing digit terminal* with the separation of shelves using village codes.

Conclusion: The management of storing medical records at the Gamping II Health Center is that the officer will take the files that have been completed by the service, the officer sorts the files according to the village code, the officers will save the medical record files according to the village code, and the officers will save the medical record files according to the place that has been marked by the tracer. Disadvantages of the *Family Folder* system: officers must take the medical record folder on 1 poly to another poly that is intended to take the patient's medical record file if in one family there are 2 or more people who *check* themselves and there are often errors in taking files because there are similarities in the patient's personal data, causing medical information errors. However, in using the *Family Folder* system , there are also advantages, namely the speed of officers in finding medical record folders, saving space and medical record folders.

Keywords: Medical Records, *Family Folders*.

¹ Medical Record and Health Information Student (D-3) Faculty of Health, Jenderal Achmad Yani University Yogyakarta.

² Lecturer of Medical Records and Health Information (D-3) Faculty of Health, Jenderal Achmad Yani University Yogyakarta.