

DAMPAK PENUMPUKAN BERKAS REKAM MEDIS DI RUANG *FILING* RSUD WONOSARI TAHUN 2018

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INTISARI

Latar belakang: Terdapat beberapa penumpukan berkas rekam medis aktif di ruang *filing* seperti di RSUD Wonosari, penumpukan berkas rekam medis tersebut dapat berdampak pada pelayanan pasien di poliklinik, berdampak pada petugas *filing*, dan juga berdampak pada unit terkait di rumah sakit tersebut.

Tujuan Penelitian: Mengetahui apa saja dampak penumpukan berkas rekam medis di ruang *filing* RSUD Wonosari.

Metode Penelitian: Jenis penelitian ini merupakan penelitian deskriptif dengan pendekatan kualitatif dengan rancangan penelitian menggunakan riset fenomenologi. Subjek penelitian ini adalah satu petugas *assembling*, satu petugas koding, enam petugas *filing*, satu petugas pendaftaran dan kepala instalasi rekam medis sebagai subjek triangulasi. Objek penelitian ini adalah kondisi dan kegiatan yang dilakukan di bagian *filing* berkas rekam medis aktif di RSUD Wonosari. Metode pengumpulan data dengan wawancara dan observasi.

Hasil: Berdasarkan observasi dan wawancara, pelaksanaan dan pengembalian berkas rekam medis masih menemui kendala antara lain tempat penyimpanan yang sudah penuh dan menyebabkan penumpukan berkas rekam medis. Sehingga berdampak pada pelayanan pasien di poliklinik, berdampak terhadap petugas *filing*, dan berdampak pada sub unit terkait ruang *filing*.

Kesimpulan: Pengembalian berkas rekam medis di ruang *filing* terus ditumpuk ke atas tumpukan yang sudah ada dan tidak diurutkan sesuai sistem penjajaran TDF sehingga menyulitkan saat pencarian. Dampak penumpukan berkas tersebut antara lain berdampak terhadap lama waktu penyediaan berkas rekam medis di poliklinik, membuat petugas *filing* menjadi lebih kelelahan dalam melaksanakan pekerjaannya, serta penumpukan berkas dapat terjadi juga di ruang *assembling* dan koding ketika berkas rekam medis di ruang *filing over load*.

Kata Kunci: Dampak, Penumpukan Berkas, Ruang *Filing*

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THE IMPACT OF THE ACCUMULATION OF MEDICAL RECORD FILES IN THE FILING ROOM OF WONOSARI DISTRICT HOSPITAL IN 2018

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ABSTRACT

Background: In managing medical record files, filing space is the most important part because it is a place where all medical record files are stored. Therefore, the condition of the room is good, neatness and availability of storage racks also need to be considered so that there will be no accumulation of the medical record file itself. There is still some accumulation of medical record files in the filing room, such as in Wonosari Regional General Hospital, the accumulation of medical record files can have an impact on the patient's services in a polyclinic, impacting the filing officer, and also having an impact on the related unit in the hospital.

Objective: Knowing the effects of the accumulation of medical record files in the filing room of Wonosari Regional General Hospital

Method: This type of research is descriptive research with a qualitative approach with research design using phenomenological research. The subjects of this study were one assembling officer, one coding officer, six filing officers, one registration officer and the head of the medical record installation as the subject of triangulation. The object of this study is the conditions and activities carried out in the filing section of the active medical record file in Wonosari Regional General Hospital. Data collection methods with interviews and observations.

Result: Based on observations and interviews, the implementation and return of medical record files still encounter problems including storage that is full and causes the accumulation of medical record files. So that the impact on patient services is polarized, impacting the filing officers, and impacting the sub-units related to filing space.

Conclusion: Refunds with medical records in the filing room continue to be stacked onto existing piles and are not sorted according to the TDF alignment system which makes it difficult to search. the impact of the accumulation of files among others has an impact on the length of time the medical record file is provided in the polyclinic, making filing officers more exhausted in carrying out their work, and file stacking can also occur in the assembling room and coding when medical record files in the filing room are overloaded.

Keyword: *Impact, File Stacking, Filing Room*

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