

LITERATURE REVIEW : TINJAUAN ASPEK KEAMANAN BERKAS REKAM MEDIS DI RUANG *FILING*

Agustina Nora ¹Sis Wuryanto²

INTISARI

Latar Belakang : Keamanan merupakan perlindungan terhadap privasi seorang pasien dan kerahasiaan rekam medis, yang diperbolehkan untuk membuka rekam medis hanya petugas yang berhak seperti dokter, perawat, petugas rekam medis dan tenaga kesehatan yang ikut memberikan pelayanan kesehatan kepada pasien. Maka faktor keamanan merupakan pertimbangan penting di area penyimpanan dan aturan keamanan harus jelas. Pengaturan udara yang semestinya dalam hal kontrol suhu, kelembaban dan debu penting dalam mencegah kebakaran dan meningkatkan produktifitas petugas.

Tujuan : Menganalisis gambaran tentang aspek keamanan rekam medis di ruang *filing*.

Metode : *Literature review*

Hasil : Dari hasil analisis jurnal, dapat disimpulkan bahwa masih ada ruang *filing* yang pintunya tidak dikunci, adanya hama di ruang *filing* seperti rayap, kecoa, dan tikus, petugas rekam medis makan/minum di ruang *filing*.

Kesimpulan : Berdasarkan 5 jurnal sudah ditempelkan peraturan secara jelas namun masih ada pihak lain yang tidak berwenang masuk keruang penyimpanan, banyak ditemukannya kerusakan yang disebabkan oleh organisme perusak dan petugas rekam medis setiap hari membawa makanan dan minuman ke ruang *filing*, hal ini dapat membuat kualitas rekam medis menjadi rendah dan mudah rusak. Masih sering terjadi perubahan kelembapan suhu yang berubah-ubah dan belum terdapat AC dan belum disediakan alat pencegahan kebakaran seperti APAR dan belum tersedia mesin penghisap debu.

Kata kunci : Keamanan, Rekam Medis, Ruang *Filing*

¹ Mahasiswa Rekam Medis dan Informasi Kesehatan Universitas Jenderal Achmad Yani Yogyakarta

² Dosen Pembimbing Rekam Medis dan Informasi Kesehatan Universitas Jenderal Achmad Yani Yogyakarta

REVIEW OF SECURITY ASPECTS OF MEDICAL RECORD FILE IN FILING ROOM

Agustina Nora ¹Sis Wuryanto²

ABSTRACT

Background: Security is the protection of a patient's privacy and the confidentiality of medical records, which are allowed to open medical records only authorized officers such as doctors, nurses, medical record officers and health workers who participate in providing health services to patients. So the safety factor is an important consideration in the storage area and the security rules must be clear. Proper air regulation in terms of temperature, humidity and dust control is important in preventing fires and increasing worker productivity.

Objective: Analyzing the description of the security aspects of medical records in the filing room.

Method : Literature review.

Results: From the results of the journal analysis, it can be concluded that there are still filing rooms whose doors are not locked, the presence of pests in filing room such as termites, cockroaches, and rats, medical record officers eating/drinking in the filing room.

Conclusion : Based on 5 journals, regulations have been clearly attached, but there are still other parties who are not authorized to enter the storage room, many damage is found caused by destructive organisms and medical record officers bring food and drinks to the filing room every day, this can make the quality of medical records become low and easily damaged. There are still frequent changes in humidity, temperature changes and there is no air conditioning and no fire prevention tools such as fire extinguishers are provided and there is no vacuum cleaner available.

Keywords: Security, Medical Record, Filing Room

¹ Student of Medical Record and Health Information, Jenderal Achmad Yani University, Yogyakarta

² Supervising Lecturer on Medical Record and Health Information at Jenderal Achmad Yani University, Yogyakarta