

**ANALISIS PERMASLAHAAN SETELAH PERUBAHAN SISTEM
PENAJAJARAN DARI *STRAIGHT NUMERICAL FILING SYSTEM* KE
TERMINAL DIGIT FILING SYSTEM DI KLINIK PRATAMA PMI D.I
YOGYAKARTA**

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Intisari

Latar belakang : Dalam berkembangnya fasilitas pelayanan kesehatan perubahan sistem penjajaran bisa saja terjadi. Di Klinik Pratama PMI DIY mengalami beberapa permasalahan setelah dilakukan perubahan sistem penjajaran berkas rekam medis dari SNF ke TDF pada Desember 2018.

Tujuan penelitian : mengetahui berbagai permasalahan yang timbul setelah perubahan sistem penjajaran di Klinik Pratama PMI D.I Yogyakarta

Metode penelitian : menggunakan metode penelitian deskriptif kualitatif dengan *crosssectional*. Pengumpulan data menggunakan cara wawancara, observasi dan studi dokumentasi.

Hasil penelitian : pelaksanaan sistem penjajaran di Klinik Pratama PMI DIY sudah sesuai akan tetapi masih ditemui terjadi *misfile* dan duplikasi nomor rekam medis. Faktor yang mempengaruhi yaitu *Man/* manusia (petugas yg berlatar pendidikan rekam medis hanya 1 orang, kurangnya pelatihan), *Method/metode* (belum adanya SPO tentang penjajaran berkas rekam medis), dan *Material/bahan* (terbatasnya map rekam medis dan belum adanya striker warna nomor rekam medis).

Kesimpulan : pelaksanaan sistem penjajaran di Klinik Pratama PMI DIY sudah sesuai akan tetapi masih terdapat permasalahan dimana masih terjadi *misfile* dan penduplikasian nomor rekam medis

Kata kunci : Sistem Penyimpanan, Sistem Penjajaran, *Terminal Digit Filing System*

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**ANALYSIS OF PROBLEMS AFTER THE CHANGE OF THE TEACHING
SYSTEM FROM STRAIGHT NUMERICAL FILING SYSTEM TO
TERMINAL DIGIT FILING SYSTEM AT THE PRIMARY CLINIC
PMI D. I YOGYAKARTA**

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Abstract

Background: In the development of health services facilities changes the alignment system may occur. At the primary clinic, we are experiencing several problems after the change of the line-up of the medical record-file alignment system from SNF to TDF in December 2018.

Research objectives: To know the various problems arising after changing the alignment system in the primary clinic of PMI D. I Yogyakarta

Research methods: Using qualitative descriptive research methods with cross-sectional. Data collection using interviews, observations and documentation studies.

Research results: the implementation of the alignment system in the DIY PMI Primary clinic is suitable but there is a misfile and duplication of medical record number. The factors that affect Man/man (the staff set for medical record only 1 person, lack of training), Method/method (the absence of SPO on the alignment of medical record files), and Material/materials (limited folder record medical and yet The color striker is a medical record number).

Conclusion: the implementation of the paralleling system at the DIY PMI Primary clinic has been appropriate but there is still a problem where a misfile and duplicating a medical record number are still occurring.

Keywords: Storage System, Alignment System, Terminal Digit Filing System

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