

TINJAUAN KEAMANAN BERKAS REKAM MEDIS DI RUANG *FILING* PUSKESMAS SEDAYU 1

Amalia Mashita¹, Deby Zulkarnain Rahadian Syah²

INTISARI

Latar Belakang: Puskesmas adalah fasilitas pelayanan kesehatan yang menyelenggarakan upaya kesehatan masyarakat dan upaya kesehatan perseorangan tingkat pertama. Rekam medis adalah keterangan tertulis maupun terekam tentang identitas pasien, diagnosis, dan tindakan medis. Berkas rekam medis bersifat rahasia, sehingga harus dijaga keamanannya. Keamanan berkas rekam medis meliputi perlindungan fisik dan elektronik untuk informasi berbasis secara utuh.

Tujuan: Mengetahui sistem keamanan berkas rekam medis di ruang *filing* unit rekam medis Puskesmas Sedayu I.

Metode Penelitian: Jenis penelitian yang digunakan adalah deskriptif dengan pendekatan kuantitatif. Metode pengumpulan data dengan menggunakan checklist observasi dan kuesioner.

Hasil Penelitian: Berdasarkan hasil penelitian keamanan berkas rekam medis di ruang penyimpanan dari segi fisik belum adanya tracer, alat pengukur suhu dan kelembaban, dan tanda larangan keluar/masuk selain petugas. Segi non fisik tidak adanya prosedur penanganan bencana, tidak adanya kartu perizinan, dan pengaturan jarak antar rak. Ketidakseuaian prosedur pengambilan dan pengembalian berkas. Belum adanya pengaturan sanksi terhadap petugas yang melanggar.

Kesimpulan: Dari segi fisik dan non fisik masih ada yang harus dibenahi. Dari keamanan alur masih ada yang belum sesuai dengan SOP yang ada. Dari segi pengetahuan petugas masih ada kelalaian dalam pencatatan isi data.

Kata Kunci: Keamanan, Berkas Rekam Medis, Ruang *Filing*

¹ Mahasiswa Program Studi Diploma 3 Perkam dan Informasi Kesehatan Sekolah Tinggi Ilmu Kesehatan Jenderal Achmad Yani Yogyakarta

² Pembimbing Program Studi Diploma 3 Perkam dan Informasi Kesehatan Sekolah Tinggi Ilmu Kesehatan Jenderal Achmad Yani Yogyakarta

**OBSERVATION ON THE FILING SECTION SECURITY SYSTEM IN
MEDICAL RECORD UNIT OF PUSKESMAS SEDAYU I**

Amalia Mashita¹, Deby Zulkarnain Rahadian Syah²

ABSTRACT

Background: Puskesmas is a health service facility that organizes public health efforts and first-rate individual health efforts. Medical records are written and recorded information about patient identity, diagnosis, and medical action. The medical record file is confidential, so it must be safeguarded. The security of the medical record file includes physical and electronic protection for information based in its entirety.

Objective: To understand the security system of the medical record file in the filing room at Puskesmas Sedayu I.

Research Methods: The type of research used is descriptive with a quantitative approach and methods of collecting data using the observation checklist and questionnaire.

Results: Based on the results of the research on the security of the medical record file in the storage room in terms of the physical absence of tracer, temperature and humidity measuring devices, and out / entry prohibition signs other than the officers. The non-physical aspect is the absence of disaster handling procedures, the absence of licensing cards, and the arrangement of distances between shelves.

Conclusion: In terms of physical and non-physical there is still something that needs to be addressed. From the security of the channel there are still those that do not comply with the existing SOP. From the point of view of the officers' knowledge there was still neglect in recording the contents of the data.

Keywords: Security, Medical Record File, Filing Room

1 Diploma 3 Health Information and Diploma Study Program Student at the Achmad Yani College of Health Sciences Yogyakarta

2 Advisors for Diploma 3 Study Program Health Information and Recognition at the School of Health, General Achmad Yani Yogyakarta