

MANAJEMEN RISIKO DI RUANG FILING RUMAH SAKIT

QUEEN LATIFA TAHUN 2022

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INTISARI

Latar Belakang: keselamatan kerja karyawan sangatlah penting. Keselamatan kerja karyawan harus diperhatikan. Salah satu cara memperhatikan keselamatan kerja karyawan adalah dengan penilaian manajemen risiko di ruang filing. Manajemen risiko dibutuhkan agar dapat mengukur tingkat risiko yang sering terjadi di ruang filing, dan meminimalisir terjadinya kecelakaan yang sering terjadi di ruang filing. Manajemen risiko juga dibutuhkan untuk meningkatkan dan menjaga mutu di ruang filing.

Tujuan: Untuk mengetahui manajemen risiko yang ada di ruang filing di Rumah Sakit Queen Latifa

Metode: penelitian ini menggunakan metode deskriptif kualitatif. Metode pengumpulan data dengan focus group discussion untuk mengetahui faktor apasaja yang berakibat cidera dengan petugas filing. Alat pengumpulan data berupa panduan FGD, checklist observasi, checklist dokumentasi. Subjek yang digunakan yaitu 3 petugas filing, 1 penanggung jawab bagian filing, 1 kepala rekam medis, 1 kepala bagian peningkatan mutu dan keselamatan pasien (PMKP), dan tim pelaksana manajemen risiko. Objek yang digunakan yaitu sarana dan prasara ruang filing Rumah Sakit Queen Latifa.

Hasil penelitian: pengelolaan manajemen risiko rumah sakit queen latifa disepakati saat rapat unit bersama dengan kepala rekam medis, tim mutu dan petugas filing.

Kesimpulan: belum ada SOP yang mengatur manajemen risiko di ruang filing

Kata kunci: Manajemen Risiko di Ruang Filing

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RISK MANAGEMENT IN HOSPITAL FILING ROOM QUEEN LATIFA IN 2022

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ABSTRACT

Background: Employee safety is very important. Employee safety must be considered. One way to pay attention to employee safety is to assess risk management in the filing room. Risk management is needed in order to measure the level of risk that often occurs in the filing room, and minimize the occurrence of accidents that often occur in the filing room. Risk management is also needed to improve and maintain quality in the filing room.

Objective: To find out the risk management in the filing room at Queen Latifa Hospital

Methods: This study used a qualitative descriptive method. The method of collecting data is with focus group discussions to find out what factors result in injury to the filing officer. Data collection tools in the form of FGD guidelines, observation checklists, documentation checklists. The subjects used were 3 filing officers, 1 person in charge of filing, 1 head of medical records, 1 head of quality improvement and patient safety (PMKP), and the risk management team. The object used is the facilities and infrastructure of the Queen Latifa Hospital filing room.

Results: The management of risk management at Queen Latifa Hospital was agreed at a unit meeting with the head of the medical record, quality team and filing officer.

Conclusion: There is no SOP that regulates risk management in the filing room

Keywords: Risk Management in Filing Room

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