

LITERATURE REVIEW : ANALISIS KEJADIAN MISSFILE DAN FAKTOR-FAKTOR PENYEBABNYA DI BAGIAN FILLING

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INTISARI

Latar Belakang: Rumah sakit adalah institusi pelayanan kesehatan yang menyelenggarakan pelayanan kesehatan perorangan secara paripurna yang menyediakan rawat inap, rawat jalan dan rawat darurat. Untuk meningkatkan mutu pelayanan rumah sakit didukung dengan adanya penyelenggaraan rekam medis yang salah satu upaya pelayanan kesehatan yang bertujuan untuk menunggangnya tercapainya tertib administrasi.

Tujuan Penelitian: Mengetahui tingkat kejadian *misfile* dan factor-faktor penyebabnya di bagian *filling*.

Metode Penelitian: Penelitian ini menggunakan metode penelitian literatur review jurnal yang ada.

Hasil Penelitian: Kejadian duplikasi berkas sangat mempengaruhi tingkat kesinambungan data rekam medis pasien, Minimnya pendidikan dan pengetahuan dan kurangnya pelatihan petugas filling yang untuk meningkatkan pengetahuan serta ketrampilan terhadap pengelolaan dokumen rekam medis. Kurangnya petugas filling dan ad

Kesimpulan: dari hasil penelitian yang di dapat dapat simpulkan bahwa analisis penyebab terjadinya missfile adalah kurangnya pengetahuan dan pelatian serta kurangnya petugas D3 rekam medis yang kompeten.

Kata Kunci: Analisis Missfile, Faktor Missfile Rekam Medis

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LITERATURE REVIEW : ANALYSIS INCIDENT MISSFILE AND THE FACTORS CAUSING IN THE FILLING SECTION

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ABSTRACT

Background: Hospital is health service institution provides complete individual health services that provide inpatient, outpatient and emergency care. To improve the quality of hospital services, it is supported by the implementation of medical records, which is one of the health services that aims to support the achievement of administrative order.

Purpose: Knowing the incidence rate of misfile and the factors causing it in the filling section.

Methods: This study uses a literature review method of existing journals.

Research Result: The file duplication event is very influential level of continuity of patient medical record data, lack of education and knowledge and lack of training for filling officers to increase knowledge and skills in managing medical record document. Lack of filling officers and the workload of officers have resulted in officers often making mistakes due to decreased concentration. The absence of a tracer (outgide) which causes the existence of medical record files to be uncontrolled. Requires a budget to recruit competent D3 medical record officers.

Conclusion: From the research result, it can be concluded that the analysis of the causes of missfiles is a lack of knowledge an training as well as a lack of competent D3 medical record officers.

Keywords: Analysis Missfile, Medical Record Missfile Factors

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