

ANALISIS RISIKO PENGELOLAAN PENYIMPANAN REKAM MEDIS RSU PKU MUHAMMADIYAH BANTUL

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INTISARI

Latar Belakang: Rekam medis pasien merupakan suatu dokumen yang memuat segala informasi tentang pasien dan kondisi kesehatannya. *Filing* merupakan suatu kategori Unit Rekam Medis yang bertanggung jawab terhadap penyimpanan dan pemusnahan rekam medis. Proses ini dapat menimbulkan risiko yang mengancam keselamatan dan kesehatan kerja petugas. Semua pekerjaan memiliki risikonya masing-masing, termasuk pengarsipan.

Tujuan Penelitian: Untuk mengetahui berbagai faktor risiko, skor setiap risiko, serta upaya pengendalian yang terdapat di ruang arsip RSU PKU Muhammadiyah Bantul.

Metode Penelitian: Metode penelitian dalam penelitian ini menggunakan metode deskriptif dengan pendekatan kualitatif, dengan desain penelitian studi kasus, metode pengumpulan data *Focus Group Discussion* (FGD), Observasi, Studi Dokumentasi.

Hasil: Hasil penelitian yang diperoleh melalui diskusi kelompok terfokus dan triangulasi mengenai identifikasi manajemen risiko, skor risiko, dan penyebab risiko di ruang *Filing* meliputi risiko fisik, kimia, biologi, ergonomis, *stressor*, reputasi dan teknologi. Ditemukan bahwa ada beberapa faktor yang mempunyai risiko rendah, dan ada juga beberapa faktor risiko yang mempunyai risiko yang sangat tinggi.

Kesimpulan: Jenis risiko yang terjadi di ruang *Filing* RSU PKU Muhammadiyah Bantul terdapat 7 kategori risiko yang terkait dengan pengarsipan, antara lain risiko fisik, biologis, ergonomis, sedangkan risiko kimia, *stressor*, reputasi dan teknologi jarang terjadi. Skor risiko dihasilkan dari proses evaluasi risiko yang melibatkan penilaian tingkat keparahan dan probabilitas. Upaya pengendalian risiko kearsipan rekam medis mencakup 3 aspek yaitu sumber daya manusia, sarana dan prasarana, serta regulasi.

Kata Kunci: Manajemen risiko, *Filing*, Rumah sakit

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RISK ANALYSIS OF MEDICAL RECORDS STORAGE MANAGEMENT RSU PKU MUHAMMADIYAH BANTUL

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ABSTRACT

Background: A patient's medical record is a document that contains all information about the patient and his health condition. Filing is a category of the Medical Records Unit which is responsible for the storage and destruction of medical records. This process can pose risks that threaten the occupational safety and health of officers. All jobs have their own risks, including filing.

Objective: To examine various risk factors, scores for each risk, as well as control efforts contained in the filing room of RSU PKU Muhammadiyah Bantul.

Method: The research method in this study uses a descriptive method with a qualitative approach. with a case study research design. data collection methods Focus Group Discussion (FGD), Observation, Documentation Study.

Results: The results of research obtained through focus group discussions and triangulation regarding identification of risk management, risk scores, and causes of risk in the filing room include physical, chemical, biological, ergonomic, stressor, reputation and technological risks. It was found that there are several factors that have low risk. and there are also several risk factors that have a very high risk.

Conclusion: The types of risks that occur in the filing room, RSU PKU Muhammadiyah Bantul, there are 7 risk categories related to filing, including physical, biological, ergonomic risks, while chemical, stressor, reputation and technological risks rarely occur. A risk score results from a risk evaluation process that involves assessing severity and probability. Risk control efforts in filing medical records include 3 aspects, namely human resources, facilities and infrastructure, and regulation.

Keywords: Risk management, filing unit, hospital

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