

ABSTRAK

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GAMBARAN PELEPASAN INFORMASI SURAT PERNYATAAN COVID-19 PADA UNIT KERJA REKAM MEDIS UNTUK SANTUNAN DARI KEMENTERIAN SOSIAL DI RSD IDAMAN BANJARBARU TAHUN 2021

KTI. Program Studi DIII Perekam dan Informasi Kesehatan 2018
(xvi+49)

Informasi kesehatan berperan penting dalam memberikan pengetahuan masyarakat terutama tentang pandemi COVID-19 yang menjadi masalah kesehatan pada saat ini. Tidak terdapat standar prosedur operasional (SPO) pelepasan informasi surat pernyataan COVID-19, terjadi dua kali pengambilan surat pernyataan COVID-19 oleh keluarga pasien sehingga pihak rumah sakit menyeleksi persyaratan keluarga pasien, serta penyimpanannya belum terkomputerisasi. Tujuan penelitian ini mengetahui gambaran pelepasan informasi surat pernyataan COVID-19 pada unit kerja rekam medis untuk santunan dari kementerian sosial tahun 2021. Metode penelitian menggunakan metode deskriptif dengan pendekatan kualitatif. Subjek penelitian informan utama yaitu petugas korespondensi sedangkan informan triangulasi yaitu kepala instalasi rekam medis dan petugas administrasi ruang isolasi. Instrumen penelitian ini yaitu pedoman observasi dan pedoman wawancara. Teknik analisis data penelitian ini yaitu kualitatif dengan proses data *collection*, *data reduction*, *display data*, *conclusion drawing/verification*. Dari hasil penelitian ini, bahwa persyaratan permintaan surat pernyataan COVID-19 keluarga pasien atau ahli waris hanya membawa KTP dan membawa surat kematian pasien, dan penyimpanan surat pernyataan COVID-19 disimpan didalam map perbulan dan dibedakan antara keluarga pasien yang telah mngambil dan yang belum mengambil dan disimpan didalam lemari sebagai arsip rumah sakita dan unit kerja rekam medis.

Kata Kunci: Pelepasan Informasi, Persyaratan, Pendokumentasian, COVID-19

ABSTRACT

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DESCRIPTION OF INFORMATION STATEMENT LETTERS OF COVID-19 IN THE MEDICAL RECORD WORKING UNIT FOR SOCIAL SUPPORT FROM THE MINISTRY OF SOCIAL RESPONSIBILITY AT RSD IDAMAN BANJARBARU YEAR 2021

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Health information plays an important role in providing public knowledge, especially about the COVID-19 pandemic which is a health problem at this time. There are no standard operational procedure (SOP) that explain the COVID-19 statement procedure, two times the family has taken the COVID-19 statement letter so that the hospital selects the patient's family requirements, and the storage has not been completed. The purpose of this study was to find out information on COVID-19 statement letters in medical work units for compensation from the Ministry of Social Affairs in 2021. The research method used a descriptive method with a qualitative approach. The main informant research subjects are correspondence officers while triangulation informants are the head of the medical record installation and the isolation room administration officer. The instruments of this research are observation and interview guidelines. The data analysis technique of this research is qualitative with the data collection process, data reduction, presentation date, conclusion drawing/verification. From the results of this study, that the requirements for requesting a COVID-19 statement from the patient's family or heirs only bring an ID card and bring the patient's death certificate, and the storage of the COVID-19 statement is stored on a monthly map and differentiated between the patient's family that has been taken and has not been taken and stored in a cupboard as a hospital archive and medical record work unit.

Keywords: Release of Medical Information, requirments, documentation, COVID-19.