

ABSTRAK

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FAKTOR PENYEBAB TIDAK TERLAKSANANYA PENYUSUTAN DAN PEMUSNAHAN BERKAS REKAM MEDIS DI PUSKESMAS KANDANGAN

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Penyusutan adalah suatu kegiatan memisahkan antara dokumen rekam medis yang masih aktif dengan dokumen rekam medis yang dinyatakan non aktif dengan tujuan mengurangi beban penyimpanan dan menyiapkan kegiatan penilaian nilai guna rekam medis untuk kemudian diabadikan atau dimusnahkan. Pemusnahan berkas rekam medis adalah suatu proses kegiatan penghancuran secara fisik arsip rekam medis yang telah berakhir fungsi dan nilai gunanya dengan cara membakar, mencacah atau daur ulang. Tujuan penelitian ini yaitu untuk mengetahui faktor penyebab tidak terlaksananya penyusutan dan pemusnahan berkas rekam medis di Puskesmas Kandangan. Metode penelitian ini menggunakan metode penelitian deskriptif kualitatif. Subjek penelitian informan utama 6 orang petugas rekam medis dan informan triangulasi kepala instalasi rekam medis. Instrumen penelitian ini yaitu pedoman wawancara, pedoman observasi dan kuesioner. Teknik Analisis data penelitian ini analisis kualitatif dengan memaparkan hasil wawancara, observasi, dan kuesioner. Dari hasil penelitian bahwa penyebab tidak terlaksananya penyusutan dan pemusnahan berdasarkan faktor petugas rekam medis didapatkan hasil rata-rata kategori tingkat pengetahuan petugas rekam medis di Puskesmas Kandangan yaitu "Kurang" (50%), latar belakang pendidikan petugas rekam medis di Puskesmas Kandangan yaitu 3 orang berlatar belakang pendidikan non D3 RMIK (50%) dan 3 orang berlatar belakang pendidikan D3 RMIK (50%), dan semua petugas rekam medis tidak pernah mengikuti pelatihan terkait penyusutan dan pemusnahan berkas rekam medis. Berdasarkan faktor regulasi yaitu tidak adanya SOP, SK, surat tugas, dan regulasi lainnya terkait penyusutan dan pemusnahan berkas rekam medis di Puskesmas Kandangan. Berdasarkan faktor leadership yaitu kepala puskesmas dan kepala rekam medis tidak pernah memberikan arahan kepada petugas rekam medis.

Kata Kunci: Rekam Medis, Penyusutan, Pemusnahan, Puskesmas

ABSTRACT

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FACTORS CAUSING OF THE NON-IMPLEMENTATION OF RETENTION AND DESTRUCTION OF MEDICAL RECORD FILES AT THE KANDANGAN HEALTH CENTER

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Retention is an activity to separate between medical record documents that are still active and medical record documents that are declared inactive with the aim of reducing storage expenses and preparing value assessment activities for medical records to be then immortalized or destroyed. Destruction of medical records files is a process of physical destruction of medical records that have ended in function and useful value by burning, chopping or recycling. The purpose of this study is to find out the causative factors of the non-implementation of retention and destruction of medical records files in Kandangan Health Center. This research method uses qualitative descriptive research methods. The main informant research subjects of 6 medical record officers and triangulation informants were the head of the medical records installation. The instruments of this study are interview guidelines, observation guidelines and questionnaires. This research data analysis technique is qualitative analysis by presenting the results of interviews, observations, and questionnaires. From the results of the study that the cause of the non-implementation of retention and destruction based on the factor of medical record officers obtained the average results of the category of knowledge level of medical record officers in Kandangan Health Center, namely "Less" (50%), the educational background of medical record officers in Kandangan Health Center, namely 3 people with non-D3 RMIK education background (50%) and 3 people with D3 RMIK education background (50%), and all medical record officers never participated in training related to retention and destruction of medical records files. Based on regulatory factors, namely the absence of SOP, SK, letter of assignment, and other regulations related to retention and destruction of medical records files in Kandangan Health Center. Based on leadership factors, the head of the health center and the head of medical records never give directions to medical records officers.

Keyword: Medical Records, Retention, Destruction, Public Health Center