

ABSTRAK

RAUDATUL MADINA. 19D30623

GAMBARAN PROSEDUR PENDAFTARAN PASIEN RAWAT JALAN PADA SAAT PANDEMI COVID 19 DI PUSKESMAS LOK BATU BALANGAN TAHUN 2022

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Tempat pelayanan pendaftaran pasien merupakan bagian yang berada dibawah unit rekam medis dimana antara pasien dan petugas melakukan kontak pertama kali. Prosedur kerja perekam medis dan informasi kesehatan dalam situasi wabah covid-19 menguraikan langkah-langkah kewaspadaan dan perlindungan dalam menjalankan pekerjaan rekam medis dan informasi kesehatan. Tujuan penelitian ini adalah untuk mengetahui gambaran prosedur pendaftaran pasien rawat jalan saat pandemi covid-19 di Puskesmas Lok Batu tahun 2021. Metode penelitian yang digunakan adalah penelitian deskriptif dengan teknik wawancara kepada informan utama dan informan triangulasi. Hasil penelitian yang telah didapatkan adalah standar prosedur pendaftaran pasien rawat jalan saat pandemi covid-19 berpedoman pada surat edaran dan standar operasional prosedur tentang pendaftaran pasien rawat jalan pada saat pandemi covid-19. Pelaksanaan prosedur pendaftaran pasien rawat jalan pandemi COVID-19 di puskesmas Lok Batu dilakukan secara manual tanpa sistem komputerisasi (online) karena jaringan yang kurang memadai di lokasi tersebut. Alat pelindung diri yang digunakan hanyalah masker dan tanpa menggunakan sarung tangan. Petugas dan pasien saling menjaga jarak ketika berada di loket pendaftaran, tetapi dalam pelaksanaannya puskesmas Lok Batu tidak memiliki uji kepatuhan. Alur pendaftaran pasien rawat jalan saat pandemi COVID-19 dilakukan dengan baik sesuai dengan ketentuan prosedur pendaftaran pasien rawat jalan. Alur pendaftaran pasien rawat jalan pada saat pandemi COVID-19 di puskesmas Lok Batu yaitu pasien datang ke puskesmas kemudian di skrining terlebih dahulu untuk mengetahui apakah pasien ada gejala atau tidak kemudian apabila bergejala maka akan diarahkan ke ruang ISPA dan apabila tidak bergejala maka langsung saja ke loket pendaftaran pasien.

Kata Kunci: Pendaftaran, covid-19, rekam medis

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OVERVIEW OF OUTPATIENT REGISTRATION PROCEDURES DURING THE COVID 19 PANDEMIC AT PUSKESMAS LOK BATU BALANGAN IN 2022

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The place of patient registration service is the part that is under the medical record unit where between the patient and the officer make first contact. The working procedures of medical recorders and health information in the situation of the covid-19 outbreak outline vigilance and protection measures in carrying out medical records and health information work. The purpose of this study is to find out the picture of outpatient registration procedures during the Covid-19 pandemic at the Lok Batu Health Center in 2021. The research method used is descriptive research with interview techniques to the main informant and triangulation informant. The results of the research that has been obtained are standar procedures for registering outpatients during the Covid-19 pandemic guided by circular letters and operational standards procedures on the registration of outpatients during the Covid-19 pandemic. The implementation of the COVID-19 pandemic outpatient registration procedure at the Lok Batu health center was carried out manually without a computerized system (online) due to inadequate networks at the location. The personal protective equipment used is only a mask and without wearing gloves. Officers and patients keep their distance from each other when at the registration counter, but in its implementation the Lok Batu health center does not have a compliance test. Outpatient registration flow during the COVID-19 pandemic is done well in accordance with the provisions of the outpatient registration procedure. Outpatient registration flow at the time of the COVID-19 pandemic at Lok Batu health center is that patients come to the health center then screened first to find out if the patient has symptoms or not then if symptomatic it will be directed to the ISPA room and if it is not symptomatic then go directly to the patient registration counter.

Keywords: Registration, covid-19, medical records