

## ABSTRACT

Title : Analysis of Completeness of Filling of Medical Records in UPT. South Singkawang Health Center I  
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According to the Regulation of the Minister of Health of the Republic of Indonesia No. 269 of 2008 concerning medical records, referred to medical records are files containing records and documents about patient identity, examination, treatment, actions and services to patients. Medical records at public health centre consist of various forms including outpatient forms, dental forms, emergency forms and others.

From the results of research on dental medical records at UPT. South Singkawang Health Center I in 2019 that all dental medical records in UPT. South Singkawang Health Center I in 2019 already has odontogram records of 40 dental medical records. However, all odontogram data are not completely filled in, with 40 dental medical records, there are data about odontogram images or information that are not in accordance with the national dental medical record standards.

Based on the background description above, the problem was formulated namely "What is the Picture of the Completion of Dental Medical Records at UPT. South Singkawang Health Center I in 2019".

The population in this study were all dental medical records in UPT. South Singkawang Health Center I for the period June-August 2019, amounting to 438 files. The sampling technique used in this study is to use the Probability sampling technique. The sample taken was a portion of the population, which amounted to 40 dental medical record files.

From research in medical record unit UPT. South Singkawang Health Center I, obtained the observation results that there is no written Standard Operating Procedure (SPO) related to completeness of filling the dental medical record file, while the results of quantitative analysis data recapitulation of 40 dental medical records are only 100% complete good records.

It is expected that the results of this study can be information to increase knowledge about the completeness of filling dental medical records.

Keyword :  
Standard Operating Procedure (SPO) and completeness of dental file records filling