

**ABSTRACT**

*Title : A Review of The Completeness of Filling Out The Informed Consent For The Appendectomy Case at RSUD dr. Abdul Azis Singkawang in 2019*

*Name : Uray Muhammad Mulyani*

*Study Program : Programme of Study in Medical Records and Health Information, Faculty of Health Sciences, Esa Unggul University*

*A hospital is a health service institution that organizes individual health services and emergency services. The quality of service in hospitals can be seen from the quality of data on medical records, one of which is the inform consent sheet. All medical procedures on patients must obtain prior approval and explanation. The purpose of this study was to determine the completeness of filling out the informed consent for the appendectomy case at RSUD dr. Abdul Azis Singkawang in 2019.*

*This research uses descriptive method with quantitative approach. The number of samples in this study were 41 medical approval documents. The sampling technique uses Simple Random Sampling.*

*The results of this study are that there are 5 items of criteria that are incomplete, these criteria are the completeness of important reports (83.9%), the completeness of important report authentication (79.3%), the completeness of identification of the person responsible (98%), the completeness of witness authentication (66.5%), completeness of good records (82.4%).*

*The conclusion of this study is the completeness of filling out the informed consent for the appendectomy case, which is 82.4%. The influencing factors are human resources related to the filling of informed consent such as doctors, nurses and medical record workers, this is due to the lack of awareness and accuracy of health workers to complete the filling of informed consent. Suggestions for the medical record committee to re-socialize to the health workers involved in filling out the informed consent, related to the completeness of filling all existing items.*

*Key Words : Completeness of filling out the informed consent.*