

ABSTRACT

*Name : Sudarsih
Study Program: Medical Records and Health Information
Title : Evaluation Of Standard Operating Procedures (SOP) Admissions
Inpatients At RSPAD Gatot Soebroto Year 2017*

Inpatient admissions are part of the activities of the medical record begun when the patient arrives with an inpatient delivery letter from both polyclinic outpatient and IGD. Standard Operating Procedures (SOP) inpatient admissions should be monitored and evaluated to determine whether their application is working properly and correctly or in accordance with the latest conditions. Things that need to be considered during the process of in-patient registration place is whether the service to the patient has been implemented in accordance with the SOP applied in a hospital. The purpose of this research is to identify the acceptance of SOP inpatients, to identify the acceptance of inpatients and to compare the acceptance of inpatients with the acceptance of the inpatients in the Gatot Subroto Hospital. The research method used is descriptive method. The result of the research shows that the implementation at the reception site of the inpatients with the existing SOP is mostly in accordance with the SOP but there are some that have not been optimally done by the officers. In order for the implementation to run properly it is necessary to re-evaluate the contents of the SOP and disseminated back to the officers.

*Keywords : Standard Operating Procedures, Admission of Inpatients,
Inpatient*