

ABSTRACT

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Study Program : *Medical Record and Health Information*

Title : *Review of Medical Record Depreciation Implementation at Pasar Rebo Hospital*

Medical record is a file containing notes and documents about patient identity, examination, treatment, other actions and services that have been given to patients. The medical record unit has several main tasks, one of which is to reduce the medical records that enter the inactive period. This study aims to determine the implementation of medical record shrinkage at Pasar Rebo Hospital. This research method uses descriptive analysis with a population of 7 medical records officers and uses saturated samples. Based on the identification results, the researcher found that Pasar Rebo Hospital had standard operating procedures related to shrinkage which were divided into retention SPO which included the implementation of sorting, transferring, evaluating and transferring the media, as well as the extermination SPO which explained the extermination, in its implementation it was not in accordance with the SPO. Constraints in the implementation are labor, infrastructure, facilities and methods, therefore it is recommended that Pasar Rebo Hospital for the implementation of shrinking inactive medical records need to be added with a detailed explanation in standard operating procedures to make depreciation in Pasar Rebo Hospital more directed and better again and preferably Pasar Rebo Hospital should design the need for storage shelves and storage rooms for the next five years to have a calculation for storing adequate medical record files.

Keywords : *depreciation implementation, retention medical records*

Literature : *13 (1997-2017)*