

ABSTRACT

Title : *Analysis of Record File Storage Requirements Medical in RSD. Mayjend HM. Ryacudu Kotabumi in 2019*

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Study Program : *D III medical record and health information*

With the development of services at HM Ryacudu Kotabumi North Lampung General Hospital, the number of medical records has also increased. This requires the addition of facilities and infrastructure as well. One of them is increasing the number of medical record storage racks. This study aims to identify the SPO of medical record storage in RSD. Mayjend HM. Ryacudu Kotabumi, North Lampung. This type of research is descriptive research, data collection methods are observation and interviews, while data collection is done by cross sectional approach. The population in this study was 60.250 medical records and the sample was 100 medical records. This research instrument uses meters, rulers, calculators, observation tables, and guidelines. Data analysis was performed univariately. note that the required shelf size consists of 3 sub sideways with @ 100cm, and 7 sub upward @ 40 cm. With an average thickness of 0.8 cm. The need for shelves until 2024 is 50 open shelves with two sides. In 2019 22 shelves will be available. In conclusion, in 2024 an additional 50 double-sided open shelves are needed, made of iron so they are not easily broken, security is maintained and all documents can be accommodated in an orderly manner.

Key Words : *Medical Record Document Storage Rack*