

ABSTRAK

Judul : Tinjauan Kebutuhan Rak Penyimpanan Rekam Medis di
RS YPK Mandiri Jakarta
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Program Studi : Rekam Medis dan Informasi kesehatan

Rak penyimpanan rekam medis merupakan salah satu sarana dan prasarana yang berada di rumah sakit yang berfungsi sebagai tempat untuk menyimpan rekam medis. Berdasarkan hasil pengamatan ditemukan bahwa dalam penyimpanan rekam medis melebihi kapasitas daya tampung, sehingga petugas mengalami kesulitan dalam pengambilan dan penyusunan rekam medis. Hal ini menyebabkan pelayanan tidak optimal dan efektif dalam melayani pasien. Tujuan penelitian adalah Untuk mendapatkan jumlah rak rekam medis sesuai kebutuhan sampai tahun 2025 di Rumah Sakit YPK Mandiri. Tujuan khusus penelitian adalah Mengidentifikasi SPO tentang penyimpanan rekam medis di Rumah Sakit YPK Mandiri, Menghitung jumlah kebutuhan rak penyimpanan rekam medis untuk 5 tahun ke depan di Rumah Sakit YPK Mandiri, Menghitung luas ruang penyimpanan rekam medis di Rumah Sakit YPK Mandiri. Penelitian dilakukan dengan metode deskriptif, dengan teknik pengumpulan data melalui observasi dan wawancara. Dari hasil penelitian diperoleh kesimpulan dan saran yaitu jumlah rak penyimpanan rekam medis di Rumah Sakit YPK Mandiri saat ini sebanyak 10 rak belum bisa memenuhi daya tampung rekam medis dan perlu penambahan 6 rak rekam medis. Luas ruangan penyimpanan saat ini masih belum ideal.

Kata Kunci : Rak penyimpanan rekam medis, luas ruangan penyimpanan rekam medis, Standar Prosedur Operasional Penyimpanan Rekam Medis,

ABSTRACT

Title : *Overview of the Need for Medical Record Storage Racks at YPK Mandiri Hospital Jakarta*
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Study Program : *Medical Record and Health Information*

The medical record storage rack is one of the facilities and infrastructure in the hospital that serves as a place to store medical records. Based on the results of the observations, it was found that the storage of medical records exceeded the carrying capacity, so that the officers experienced difficulties in taking and compiling medical records. This causes the service is not optimal and effective in serving patients. The research objective was to obtain the number of medical record racks as needed until 2025 at the YPK Mandiri Hospital. The specific objectives of the study were to identify the SPO regarding medical record storage at YPK Mandiri Hospital, Calculate the number of medical record storage racks needed for the next 5 years at YPK Mandiri Hospital, Calculate the area of medical record storage space at YPK Mandiri Hospital. The research was conducted using descriptive methods, with data collection techniques through observation and interviews. From the research results, it was concluded and suggested that the number of medical record storage racks at YPK Mandiri Hospital at this time was 10 racks which could not fulfill the capacity of medical records and needed to add 6 medical record racks. The storage space is currently not ideal.

Keywords: medical record storage rack, spacious medical record storage room, Standard Operating Procedures for Medical Record Keeping.,