

ABSTRAK

Judul : Tinjauan Penerapan Keselamatan dan Kesehatan Kerja di Ruang Penyimpanan Rekam Medis RSPAD Gatot Soebroto - Jakarta

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Program Studi : Rekam Medis Dan Informasi Kesehatan

Tujuan Keselamatan dan Kesehatan Kerja (K3) adalah menciptakan tempat kerja yang sehat, selamat, aman dan nyaman baik bagi sumber daya manusia Rumah Sakit, pasien, pendamping pasien, pengunjung, maupun lingkungan Rumah Sakit sehingga proses pelayanan berjalan baik dan lancar. Tujuan penelitian Mendapatkan gambaran penerapan K3 di ruang penyimpanan rekam medis RSPAD Gatot Soebroto Jakarta. Tujuan Khusus yaitu mengidentifikasi Standar Prosedur Operasional, Sarana dan prasarana serta pelaksanaan K3 di ruang penyimpanan rekam medis. Metode penelitian yang digunakan yaitu metode deskriptif kualitatif dengan informan 19 orang yang terdiri dari informan utama kepala rekam medis, informan lainnya 18 petugas rekam medis di ruang *filming*. Hasil penelitian : SPO K3 di RSPAD Gatot Soebroto Jakarta sudah ada dan berlaku untuk umum, namun SPO khusus di ruang penyimpanan rekam medis belum ada, Sarana yang digunakan masih belum memenuhi kebutuhan sarana ruang penyimpanan rekam medis, sedangkan prasarana yang ada sudah sesuai dengan standar sarana dan prasarana ruang penyimpanan rekam medis. Pelaksanaan K3 kurang maksimal dikarenakan petugas belum mematuhi aturan untuk menggunakan sarung tangan. Saran : Perlu adanya SPO khusus terkait K3 di ruang penyimpanan rekam medis guna mencegah timbulnya kecelakaan dan penyakit akibat kerja. Perlu adanya pengecekan dan evaluasi berkala terhadap sarana yang digunakan untuk hindari sarana yang tidak layak pakai dan tidak memenuhi kebutuhan kerja. Diadakan evaluasi rutin terhadap proses pelaksanaan K3 guna mengetahui masalah dan hambatan serta sosialisasi kembali K3 ke petugas.

Kata Kunci : K3 di Ruang Penyimpanan

ABSTRACT

Title : Review Of Implementation Occupational Safety And Health In Medical Record Filling Of Rspad Gatot Soebroto Jakarta Hospital

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Study Program : Medical Record And Health Information

The purpose of Occupational Safety and Health (K3) is to create a healthy, safe, safe and comfortable workplace for both the human resources of the Hospital, patients, patient escorts, visitors, and the Hospital environment so that the service process runs well and smoothly. Getting an overview of the application of K3 in the medical record storage room of RSPAD Gatot Soebroto Jakarta. Special Purpose is to identify Standard Operating Procedures, Facilities and infrastructure and the implementation of K3 in the medical record storage room. The research method used is a qualitative descriptive method with 19 informants consisting of the chief medical record chief informant, another informant 18 medical record officers in the filing room. Research results: SPO K3 at RSPAD Gatot Soebroto Jakarta already exists and applies to the public, but special SPO in medical record storage rooms does not yet exist, the facilities used still do not meet the needs of medical record storage room facilities, while existing infrastructure is in accordance with the standards of medical record storage room facilities and infrastructure. The implementation of K3 is less than optimal because officers have not complied with the rules for using gloves. Advice: There needs to be a special SPO related to K3 in the medical record storage room to prevent the onset of accidents and diseases due to work. There needs to be periodic checks and evaluations of the facilities used to avoid facilities that are not suitable for use and do not meet work needs. There is a routine evaluation of the K3 implementation process to find out the problems and obstacles and sosialisasi return K3 to the officer.

Keywords : *K3 in filling room*