

**ANALISA KEBUTUHAN TENAGA KERJA DIBAGIAN ASSEMBLING
BERDASARKAN METODE WISN DI RSUD AMBARAWA KABUPATEN
SEMARANG TAHUN 2016**

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ABSTRAK

PROGRAM STUDI DIII REKAM MEDIS DAN INFORMASI KESEHATAN
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SEMARANG
2016

ABSTRAK

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**ANALISA KEBUTUHAN TENAGA KERJA DI BAGIAN ASSEMBLING BERDASARKAN METODE WISN DI
RSUD AMBARAWA KABUPATEN SEMARANG PADA TAHUN 2016**

xix+ 86 halaman + 18 tabel + 4 gambar + 12 lampiran

Bagian assembling di RSUD Ambarawa mempunyai 2 petugas assembling dengan kegiatan pokok meregister DRM masukdaribangsai, merakitformulir " formulirpada DRM, menelitikelengkapan data pada DRMdanmenginputkelengkapan data kekomputer. Berdasarkan survei awal di bagian assembling RSUD Ambarawa Kabupaten Semarang masih ditemukan banyaknya dokumen yang masuk dan belum dirakit serta diteliti kelengkapannya dan ada tugas tambahan diluar tugas pokoknya sehingga tugas pokoknya tidak diselesaikan dengan baik. Adapun tujuan penelitian ini yaitu mengetahuikebutuhantenagakerja di bagian assembling berdasarkanmetode WISN di RSUD AmbarawaKabupaten Semarang tahun 2016.

Jenis penelitian yang digunakan adalah deskriptif, metode pengumpulan data yaitu dengan observasi dan wawancara. Subjek penelitian adalah 3 orang. objek penelitian adalah DRM pasien yang telah diserahkan ke petugas assembling. metode pengolahan data melalui tahap editing, tabulating dan analisis data secara deskriptif.

Berdasarkan hasil penelitian menunjukkan petugas assembling mengerjakan tugas pokoknya yaitu meregister DRM masuk, merakit DRM, menelitikelengkapan data DRM danmenginputhasilkelengkapan data kekomputer, waktu kerjatersediapadatahun 2016adalahpetugas A sebanyak92070 menit/tahun danpetugas B sebanyak92400 menit/tahun. Jumlah standar beban kerja petugas A dalam1tahunadalah 20.736,5 DRM danstandarbebankerjapetugas B dalam1 tahunadalah16.985,3 DRM.Kuantitaskegiatanpetugas assembling RSUD Ambarawatahun 2016 diperolehdalam1tahununtukpetugas A sebanyak 14.787 DRM/tahundanpetugas B sebanyak 14.560 DRM/tahun. Dengan perhitungan WISN diketahui jumlah kebutuhan tenaga kerja di bagian assembling tahun 2016 sebanyak 3 petugas sedangkan saat ini terdapat 2 petugas, sehingga perlu penambahan 1 petugas assembling.

Sebaiknya petugas tidak melaksanakan tugas diluar tugas pokoknya agar kegiatan atau tugas pokoknya

dapat terlaksana dengan baik sesuai dengan SOP.

Kata kunci : beban kerja, tenaga kerja, assembling, WISN

Kepustakaan : 19 (1992 â€“ 2011)

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Manpower Needs Analysis Method Based In Part Assembling WISN in Semarang Regency Ambarawa Hospital In 2016

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ABSTRACT

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ABSTRACT

Assembler Manpower Needs Analysis Based on Workload Indicator Staff Needs in Regional Public Hospital Ambarawa Semarang, 2016

xix + 86 pages + 18 tables + 4 figures + 12 appendixs

Assembling section in Regional Public Hospital Ambarawa has two officers. Based on the initial survey, many entry documents were unassembled and documents completeness have not been checked. Officers have additional duties beyond the main tasks so that the officer could not complete their basic tasks properly. The purpose of this research was to know manpower needs at assembling section based on WISN methods in Regional Public Hospital Ambarawa Semarang 2016.

This research used descriptive study. Data collection method used observation and interviews. Subjects research were 3 people. Object research were patients medical records document that have been submitted to assembling officer. Data were analyzed on descriptive.

The results showed assembling officer available working time in 2016 was 92 070 minutes / year on officer A and 92400 minutes / year on officer B. Service standard officer A was 20.376 medical records and service standard officer B was 16.985,3 medical records. Quantity of work Assembling officers in Ambarawa regional public hospital on year 2016 was 14.787 medical records for officer A and 14.560 medical records for officer B. Based on WISN the number of staff needs in assembling section ambarawa regional public hospital year 2016 was 3 officers.

Officers should not have another task, so that the main tasks can be done well in consistence with SOP.

Key words : Workload, Employee, Assembling, WISN

Bibliography : 19 (1992 â€” 2011)

Keyword : Keywords: workload, labor, assembling, WISN

