

rancangan tracer dan buku ekspedisi berbasis elektronik di filling rawat jalan RSU william booth semarang

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ABSTRAK

Terdapat missfile di RSU William Booth Semarang, dokumen rekam medis sulit dilacak karena petugas jarang menggunakan tracer sehingga pengembalian dokumen kedalam rak tidak dapat cepat begitu pula dengan pemantauan dokumen rekam medis yang dipinjam. Penelitian ini bertujuan untuk menghasilkan rancangan peminjaman DRM berbasis elektronik untuk monitoring proses peminjaman dan pengembalian dokumen rekam medis. Penelitian deskriptif dilakukan dengan mengobservasi sistem peminjaman dan pengembalian DRM pasien rawat jalan dan wawancara petugas filling rawat jalan dan perawat poliklinik. Rancangan desain dilakukan dengan pendekatan System Development Life Cycle (SDLC). Berdasarkan hasil penelitian, sudah terdapat SOP tentang sistem peminjaman dan pengembalian dokumen tetapi petugas filling belum melaksanakan tugas sesuai SOP. Kurangnya kesadaran petugas dan terbatasnya sarana prasarana menjadi hambatan dalam pelaksanaan SOP tersebut. Proses peminjaman dan pengembalian DRM rawat jalan melibatkan petugas pendaftaran, petugas filling, dan perawat poliklinik. Kebutuhan user yaitu sistem yang sederhana dan mudah dipahami oleh semua user. Informasi yang dihasilkan berupa daftar peminjaman dokumen, daftar pengembalian dan laporan berkaitan dengan pengembalian. RSU William Booth Semarang sebaiknya melanjutkan penelitian ke arah implementasi dan pemeliharaan sistem rancangan tracer dan buku ekspedisi sehingga dapat digunakan untuk monitoring

Kata Kunci : tracer dan buku ekspedisi elektronik, peminjaman, pengembalian, dokumen rekam medis

**tracer design and electronic-based expedition book on outpatient
filling RSU william booth semarang**

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ABSTRACT

There were missfile at William Booth Semarang Public Hospital, medical record document was difficult to track because officers rarely used tracer so that documents return into rack could not be fast and so monitoring of borrowed medical records. This study aimed to produce electronic based medical records-lending plans to monitor medical records borrowing and return process. Descriptive study was conducted by observing medical records borrowing and returning outpatient system and interviewing outpatient filling officers and polyclinic nurses. The design was done by System Development Life Cycle (SDLC) approach. Based on the results, there were SOPs on medical records borrowing and returning system but filling officers had not performed the tasks according to SOPs. Lack of officer awareness and limited infrastructure facilities become obstacles in SOPs implementation. Outpatient medical records borrowing and returning process involved registration officers, filling officers, and polyclinic nurses. User needs is a simple and easy to understand system by all users. Results information was a list of document borrowings, return lists and reports related to returns. William Booth Semarang Public Hospital should continue the research towards implementation and maintenance of tracer and book expedition design system so that it can be used for monitoring the use of network-based documents that are more ready and easy to apply.

Keyword : electronic tracer and book expedition, borrowing, returning, medical records