

## **ANALISA DESAIN DAN TATA LETAK RAK FILE DI BAGIAN UNIT REKAM MEDIS RSB KUSUMA SEMARANG TAHUN 2013**

### **BANGKIT PRATAMA**

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### **ABSTRAK**

Rumah Sakit Bersalin Kusuma Semarang memiliki rak file rawat inap yang melebihi antropometri petugasnya. Maka perlunya kesesuaian desain dan tata letak rak file di unit rekam medis Rumah Sakit Bersalin Kusuma Semarang Tahun 2013.

Jenis penelitian ini adalah deskriptif dengan metode observasi. Variabel penelitian ini adalah antropometri petugas, dimensi rak file, dimensi berkas DRM, dimensi ruang dan tata letak Unit Rekam Medis (URM). Populasi dalam penelitian ini adalah 2 rak filing rawat inap dan 2 petugas filing rawat inap. Hasil penelitian menunjukkan desain rak dengan antropometri petugas tidak ergonomi karena (panjang rak file > panjang depa persentil 5% petugas, tinggi rak file > jangkauan tangan keatas persentil 5% petugas). Desain rak dengan dimensi Dokumen Rekam Medis (DRM) sudah ergonomi (tinggi sub rak > lebar DRM penyimpanan landscape dan lebar sub rak > panjang DRM), dimensi rak dengan dimensi ruang filing ergonomi (tinggi ruangan > tinggi rak filing dan luas ruang URM > 2x luas alas 2 rak filing). Tata letak URM dengan dimensi ruang URM : rak file dekat dengan pengguna, jarak meja 1 ke meja 2 sebesar 25 cm dan meja lain berhimpitan, arah meja tidak searah, tidak ada pemisah atau sekat URM dengan ruang filing.

Maka perlunya penyesuaian antara desain rak file rawat inap dengan antropometri petugas unit rekam medis terutama pada tinggi dan panjang rak file, dan perlunya penataan ulang di unit rekam medis.

Kata Kunci : Rak Filing, Antropometri, Dimensi Berkas, Dimensi Ruang

## **ANALYSIS OF FILING CASE DESIGN AND LAYOUT AT THE HOSPITALISATION FILING DEPARTMENT OF KUSUMA MATERNITY HOSPITAL SEMARANG IN 2013**

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### **ABSTRACT**

The hospitalisation filing case at Kusuma Maternity Hospital exceeds the officer's anthropometry. This makes the design and layout of the filing case in the medical record unit in the Hospital need adjusting.

This study is descriptive in nature by using observation method. The variables include the officer's anthropometry, filing case dimension, DRM archive dimension, and room and layout dimension. The population were two filing cases and two officers in the hospitalisation filing department.

The study shows that the case design with respect to officer's anthropometry is not ergonomic because the length of filing case is 5% longer than the officer's percentile of both arms and the height of filing case is 5% higher than the officer's percentile of upward reach. The case design with respect to DRM dimension has been ergonomic because the height of sub-case is wider than DRM filing landscape and the width of sub-case is longer than DRM. The case dimension with respect to the dimension of filing room has also been ergonomic because the room height is higher than filing case and the width of URM room is twice wider than width of filing case base. The URM layout with respect to URM room dimension shows that filing case is closer to user; the distance between tables is 25 centimetres and the tables are jointly connected; the tables are arranged not in one direction, and there is no separator between URM and filing room.

It is suggested to adjust the filing case design with the officer's anthropometry particularly the height and length of the filing case, and to rearrange the medical record unit.

**Keyword** : filing case, anthropometry, archive dimension, room dimension