

Analysis the Causes of Ergonomics in the *Filling Room* of the Medical Record Unit: *Literature Review*

dr. Novita Nuraini, M.A.R.S (Supervisor)

Miftahurrahmah

Health Information Management Study Program

Department of Health

ABSTRACT

Work ergonomics in the medical record filling unit is an important factor in the quality and performance of filling officers, one of which is the physical environment and anthropometry. The problems that occur in the filling room are related to the scope of the physical environment and anthropometry, namely lighting, humidity, temperature, shelf length, shelf height and distance between shelves which have an impact on the safety, comfort and security of filling officers. The purpose of this study was to determine the factors that cause work ergonomics in the filling room of the medical record unit based on aspects of the physical environment and anthropometry. The method used is a literature review by analyzing 20 articles from Google scholar, Portal Garuda, Crossref, and E-Library Polije based on inclusion and exclusion criteria. The results from 20 articles showed that the conditions from the physical environment and anthropometric aspects of the filling room were still not in accordance with ergonomic standards, but some already met the standards. The problems that occur are the lack of bright lighting in the room, high humidity that can trigger the development of microbiology, the room temperature is too cold and hot, the filling rack that is too long makes it difficult for officers to reach the right and left documents, a shelf that is too high makes it difficult to reach the top shelf. above, the narrow distance between the shelves causes difficulties in retrieving medical record documents. Based on the results of the literature review, it can be concluded that the factors that cause ergonomics in the filling room can be caused by aspects of the physical environment and anthropometry. It is advisable to create a safe and comfortable filling room, the physical and anthropometric aspects of the environment are adjusted to ergonomic standards.

Keywords: *Ergonomics, Filling, Literature review*