

Analysis of Factors Causing Missfile Medical Recod In Primary Health Center of Tegalsari Banyuwangi, Rossalina Adi Wijayanti, S.KM., M.Kes. (Supervisor)

Virda Hardiana

*Study Program of Health Information Management
Major of Health*

ABSTRACT

Missfile is a medical record file that misplaced or missing on medical record file in the filing. The causes of missfile at the Primary Health Center of Tegalsari was 9.1%. This study aims to analyze the factors causing missfile of medical record files In Primary Health Center of Tegalsari Banyuwangi. This type of research is qualitative. Data collection techniques using interviews, observation, documentation, and USG. The results of this study are predisposing factors causing missfile, namely the education of none of the officers who graduated from medical records; staff knowledge not good about the filing, missfiles, and file supply time; and the attitude of the officer who creates a new file when he doesn't find the file he is looking for, the officer doesn't support returning files directly to the filing rack, and the officer doesn't support the use tracer. Enabling factors cause missfiles are narrow filing and become one with the registration; less filing; tracer only buffalo paper and the availability of tracer is lacking; computers often experience errors and slow connections. Reinforcing factors cause missfiles are behavior of leader who don't implement medical record and don't provide rewards or punishments; lack of training; and the absence of SOP borrowing, controlling, and returning. The Primary Health Center of Tegalsari expected will make SOP borrowing, controlling, and returning; involve officers in training on medical record, and leaders implement medical record and provide rewards or punishments as a form of motivation for officers in carrying out their work.

Keywords: *missfile , medical record, primary health center*