

ANALISIS FAKTOR PENYEBAB KETERLAMBATAN PENGEMBALIAN REKAM MEDIS RAWAT INAP DI RUMAH SAKIT BALADHIKA HUSADA JEMBER. (*Causative Factor Analysis of Delay in Returning Inpatient Medical Records at the Hospital Baladhika Husada Jember*). Demiawan Rachmatta Putro Mudiono, S.ST, M.Kes (*Chief Counselor*)

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ABSTRACT

The return of outpatient medical records has a standard time of 1 hour after the provision of services at the polyclinic and 1x24 hours after the patient is discharged for inpatient medical records to the installation of medical records. The return of outpatient or inpatient medical records can be said to be late if it exceeds the predetermined standard time limit. Baladhika Husada Jember Hospital is a general hospital in the Jember area with C accreditation as of October 17, 2018. However, in the implementation of medical records, there are still delays in returning inpatient medical records, causing an impact that occurs for hospitals, namely affecting the waiting time for patients to get services, as well as the accumulation of files due to the procurement of new medical record documents for visiting patients because the previous medical records were not in the filing room. The purpose of this study was to analyze the factors causing delays in returning inpatient medical records. This type of research uses qualitative research, the subject is 1 head of medical record unit, 1 medical record officer, 3 nurses, 2 heads of inpatient rooms, the object of this research is inpatient medical records. The results found in this study are that the first priority has not been held related socialization of SOP (Standart Operational Procedure) regarding the return of inpatient medical records so that efforts to organize socialization are determined of SOP routinely by involving all officers related to medical record return activities.

Keywords: *Late returns of medical records, causative factors, USG (Urgency, Seriousness, Growth).*