

***Analysis of Factors Causing Delay in Implementing Depreciation and
Destruction of Medical Record at Djatiroto Hospital***
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ABSTRACT

Medical records in healthcare facilities must be destructed to reduce the volume of filing shelves. A preliminary study at Djatiroto Hospital in June 2022, randomly sampled 30 inactive medical records. Found inactive medical records in 2014 which had not been destructed and inactive in 2014 and 2016. Delays in depreciation and destruction of medical records affect the accumulation of files on storage shelves. Purpose of this study was to determine the factors causing delays in the depreciation and destruction of medical records at Djatiroto Hospital based on the 5M aspects. Qualitative research methods with research subjects head of medical records and 3 medical records officers. Collect data through interviews, observation, and documentation. Results of this study in Man aspect, the medical record officers and the extermination team members were mostly non-medical record graduates, and the number of officers available was insufficient. The money aspect in the Djatiroto Hospital medical record unit has been not made a specific budget for depreciation and destruction. In method aspect at Djatiroto Hospital there are standard operational procedures which not been socialized thoroughly. From the machine aspect, the extermination is carried out conventionally without machine, but using incendiary barrels and scissors. In the material aspect, there are specific room for inactive medical records, but no storage shelves are available, and there are important forms that cannot be destructed. Improvements that can be made are provide training to officers, socializing policies, increasing the number of medical record officers, procuring auxiliary machines, and procuring storage racks.

Key words : *destruction, storage, depreciation, hospital, medical records*