

***Evaluation of Medical Record Filing Implementation at Bhayangkara
Bondowoso Hospital***

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ABSTRACT

Bhayangkara Bondowoso Hospital has a storage rack that is full, because the additional medical records are not proportional to the files being retained. Retention was carried out in 2017 as many as 402 medical records. The increasing need for medical records causes storage racks to be unable to accommodate more medical records. The purpose of this study is to evaluate the administration of medical record filing at Bhayangkara Bondowoso Hospital. This research is a qualitative research with data collection techniques through interviews, observation, documentation and brainstorming discussions. Research subjects used purposive sampling. The results of this study are that evaluation based on the input aspect, namely human resources, is still inadequate. Funding for the filing process has been fulfilled. The facilities and infrastructure are still not up to standard, there is already an SPO for filing. Evaluation is based on the process aspect, namely the process of storing and retrieving (retriev) filing officers find it difficult, the medical record retention process is not transferred to the inactive room, the evaluation process for medical records is hampered, the implementation of destruction is also not in accordance with the SPO that has been set by the hospital. In conclusion, evaluation based on input aspects, namely human resources, financing, infrastructure, work procedures is still inadequate and there are still many deficiencies. Evaluation based on the process aspect, namely the process of storage, retrieval, retention, use assessment, and destruction has not been carried out optimally. The solution to the problem is adding officers as needed, creating job descriptions, evaluating staff placements, conducting internal hospital training or seminars, rearranging filing rooms, redesigning medical record folders, creating tracer designs and filing officers should carry out work according to predetermined SPO.

Keywords: *Evaluation, Organizing Filing, Medical Records, Hospitals.*