

**ANALYSIS OF FACTORS CAUSING DAMAGE MEDICAL
RECORD FILES AT KANIGARAN HEALTH CENTER
PROBOLINGGO CITY**

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ABSTRACT

Medical records files at the Kanigaran Community Health Center are easily torn due to the filing shelves being full, so retrieving medical record files becomes difficult and if forced, the medical record files will become torn and at the Kanigaran Community Health Center itself it was found that out of 244 files, 188 files were damaged. The type of research is qualitative. Data collection techniques use interviews, observation and documentation. The object of this research is the medical record file at the Kanigaran Community Health Center, and the subjects in this research are 3 respondents consisting of 1 head of medical records, 1 nurse, and 1 medical records officer. This research uses 6m, namely the human element has never held training for medical record officers at the Kanigaran Community Health Center so that work skills and knowledge are still minimal in maintaining medical record file There is no machine, namely the storage racks at the Kanigaran Community Health Center are still not suitable for the capacity of medical record files so there is frequent accumulation and they still don't use a roll o'pack. There is no definite method, namely the absence of an SOP regarding maintaining damaged medical record files and an SOP for the security of medical record files. The material element, namely the map of the medical record file, is quite thick but still discusses the tear at the end of the medical record number. There is no media, that is, the storage room is still not kept clean, apart from that, the temperature and humidity of the room are also not controlled. So it is necessary to provide tools such as a vacuum cleaner, installation of AC (Air Conditioner) and also a fire extinguisher or APAR (Light Fire Extinguisher).

Keywords: *Public health center, damage, medical record file*