

**Analisis Faktor Penyebab Keterlambatan Pelaksanaan Penyusutan  
Berkas Rekam Medis Inaktif di Rumah Sakit - *Literature Review***  
*(Analysis of The Causes of Implementation Delay on Compressing  
Inactive Medical Record Files in Hospitals – Literature Review)*

Atma Deharja, S.KM., M.Kes.

**Woro Dyah Krisdiana**

*Progam Study of Medical Record  
Department of Health*

**ABSTRACT**

*Inpatient medical records at the hospital must be kept for at least 5 (five) years from the date the patient was treated or discharged. Keeping medical record files exceeding the mentioned duration results in the files piling up the storage shelves. The purpose of this study was to analyze the factors causing the delay in implementing the shrinkage of inactive medical record files at the hospital. The study was conducted by reviewing a variety of articles from Google Scholar and Portal Garuda. There were 16 articles which met the criteria and the topic of this study. The results of the study stated that the implementation of inactive medical record file shrinkage at the hospital was not optimal, indicated by several circumstances, namely the implementation of depreciation or retention of inactive medical record files at the hospital is not in accordance with the SPO (75%), there is no special shelf for storing inactive medical record files (62,5%), there is no special officer for depreciation or retention of inactive medical record files at the hospital (56,25%), does not have an archive retention schedule (25%), documenting inactive medical record files is still manual (6,25%), there is no direction from the head of medical records (6,25%), the officers' negligent attitude (6,25%).*

*Keywords: medical record file, inactive, delay, compression.*