

## ABSTRAK

**Latar Belakang:** Puskesmas Sanden belum memiliki Unit Rekam Medis dan petugas dengan latar belakang pendidikan formal rekam medis. Pelaksanaan rekam medis dilakukan oleh petugas yang seadanya dan banyak butir kegiatan yang seharusnya dilakukan oleh perekam medis dilakukan oleh petugas lain, maka dari itu terdapat banyak rangkap jabatan dan kurang jelasnya rincian kegiatan per jabatan sehingga pelayanan menjadi tidak optimal. Oleh karena itu, peneliti melakukan Perhitungan Kebutuhan Sumber Daya Manusia Kesehatan dengan Metode Analisis Beban Kerja Kesehatan pada Unit Rekam Medis di Puskesmas Sanden

**Tujuan:** Merencanakan kebutuhan sumber daya manusia kesehatan berdasarkan Analisis Beban Kerja Kesehatan (ABK Kes) pada Unit Rekam Medis di Puskesmas Sanden.

**Metode:** Jenis penelitian yang digunakan adalah penelitian deskriptif kualitatif dengan rancangan studi kasus. Teknik pengumpulan data yang digunakan adalah observasi, studi dokumentasi, dan wawancara

**Hasil:** Berdasarkan hasil perhitungan Analisis Beban Kerja Kesehatan, kebutuhan sumber daya manusia adalah tiga orang dengan perencanaan pendistribusian sumber daya manusia kesehatan yaitu satu orang masing – masing sebagai petugas penerimaan pasien, petugas pengolahan data, dan petugas filing.

**Kesimpulan:** Berdasarkan hasil perhitungan perencanaan sumber daya manusia kesehatan rekam medis dengan metode analisis beban kerja kesehatan terdapat selisih dua orang artinya perlu adanya penambahan sumber daya manusia kesehatan sebanyak dua orang.

**Kata kunci:** Metode ABK Kes, Kebutuhan SDM, Unit Rekam Medis, Perencanaan

## ABSTRACT

**Background :** *Puskesmas Sanden does not have Medical Record Unit and the employee with the medical record formal education background. The implementation of medical record is done by the employee who does not have any proper education background. Moreover, many of activity points which should be done by medical recorder are occupied by another employee. As the result, there are many multiple positions and unclear detail job desk for each position which lead to not optimal services. Therefore, the researcher proposes 'The Calculation Of Health Human Resource Needs Based On Health Workload Analysis At Medical Record Unit Of Puskesmas Sanden Bantul'.*

**Objective:** *The aim of this study is to planning the health human resources need based on health workload analysis in Medical Record Unit of Puskesmas Sanden.*

**Methods:** *The type of this research is qualitative-descriptive with case study design. In finding the data, the techniques used in this study are observation, documentation study, and interview.*

**Results:** *Based on the health workload analysis calculation, the human resources need in Puskesmas Sanden are two employees with the distribution planning of health human resources. The distribution is each employee work as the reception employee, the data processing employee, and the filling employee.*

**Conclusions:** *According to the calculation result of the planning health human resources using health workload analysis, there is a different which is two employees. It implies the additional health human resources as many as two employees.*

**Keywords:** *Health Workload Analysis Method, Health Human Resources Need, Medical Record Unit, Planning*