

Abstrak

Latar Belakang: Map merupakan pelindung formulir rekam medis. Map saat ini belum terdapat item data seperti alamat pasien dan kode warna pada nomor rekam medis. Setiap hari kira-kira terdapat tiga berkas rekam medis ganda dan beberapa kali terjadi *misfile*. Banyak rekam medis pasien baru, kembali ke unit rekam medis dalam keadaan tidak diisi dan penulisan menggunakan pensil. Oleh karena itu, perlu adanya rancangan ulang map rekam medis beserta SOP pengisiannya.

Tujuan: Merancang map rekam medis dan SOP pengisian map sesuai kebutuhan di RSU Islam Harapan Anda.

Metode: Jenis penelitian deskriptif kualitatif dengan subjek penelitian sebanyak 6 petugas rekam medis sebagai pengguna langsung map, subjek penelitian dipilih dengan cara *purposive sampling*. Teknik pengumpulan data dilakukan dengan wawancara mendalam, observasi, dan studi dokumentasi. Analisis data dilakukan dengan teknik kualitatif menggunakan aplikasi *Opencode*.

Hasil: Map rekam medis terpilih berbahan ivory 310 gr, dengan laminasi *glossy*, berukuran 27,5 cm x 34,5 cm. Item data terdiri dari identitas institusi kesehatan, judul, keterangan rahasia, identitas pasien, peringatan, alergi, tabel riwayat perawatan. SOP yang dipilih adalah SOP alternatif satu dengan format yang diperbarui sesuai format SNARS yang didapatkan dari rumah sakit.

Kesimpulan: Perancangan ini menghasilkan map rekam medis dan SOP pengisiannya sesuai dengan kebutuhan di RSU Islam Harapan Anda Tegal. Sebaiknya hasil rancangan map dan SOP dipertimbangkan untuk diaplikasikan di RSU Islam Harapan Anda.

Kata Kunci: Perancangan, Map Rekam Medis, SOP Map Rekam Medis

Abstract

Background: *The folder protecting medical record form. In the folder, the absence of data items such as patient addresses and the use of color codes on medical record numbers still occur there. Almost every day, there are approximately three double medical record files and several misfiles. Worse, many medical records of new patients also is returned to the medical record unit in empty condition and write with pencil. Therefore, it is necessary to have new folder design and SOP medical record folder filling.*

Objectives: *Designing medical record folders and SOP filling the map in accordance with the needs in Harapan Anda Islamic Hospital.*

Methods: *The type of this research is qualitative descriptive with research subjects, 6 officers of medical record as direct user of map. These research subjects are chosen by purposive sampling method. The data is collected by in-depth interview, observation, and documentation study. The data analysis is done by qualitative technique using Opencode application.*

Result: *Based on the analysis, medical record map of ivory 310 gr, with glossy laminate, measuring 27,5 cm x 34,5 cm is selected as best option. Data items in the map consist of medical records of health institution identities, titles, confidential information, patient identities, alerts, allergies, and care history tables. The selected SOP is an alternative SOP with the updated format in accordance with the SNARS format obtained from the hospital.*

Conclusion: *This design produces medical record map and SOP the filling as needed in Harapan Anda Islamic Hospital. We recommend applying the design of the map and SOP in the Islamic Hospital of Harapan Anda.*

Keywords: *Design, Medical Record Map, SOP Medical Record Map*