

Evaluasi Penghitungan Kebutuhan SDM bertujuan untuk memperoleh informasi adanya kecukupan, kekurangan dan kelebihan SDM serta mengestimasi perencanaan kebutuhan tenaga di masa yang akan datang sehingga dapat dicarikan alternatif pendayagunaan dan pemenuhannya pada tiap unit kerja. Berdasarkan hasil evaluasi penghitungan kebutuhan tenaga terhadap 15 (lima belas) bagian di RS Medistra, maka dapat disimpulkan bahwa perencanaan kebutuhan tenaga di RS Medistra sudah sangat baik. Terdapat 5 (lima) bagian yang jumlah kebutuhan SDM nya sudah sesuai dengan penghitungan, 4 (empat) bagian kebutuhan SDM nya masih belum terpenuhi dan 6 (enam) bagian kebutuhan SDM nya melebihi dari kebutuhan.

Untuk menjaga keseimbangan tersebut maka rumah sakit harus mempertahankan karyawan utama agar tidak mengundurkan diri dan menyediakan insentif finansial agar karyawan utama tersebut tetap betah. Bagian yang jumlah kebutuhan SDM nya sudah terpenuhi tetapi masih merasa kekurangan tenaga, maka perlu dilakukan pelatihan bagi karyawan di unit tersebut secara terus menerus, hal tersebut kemungkinan diakibatkan oleh SDM yang ada di bagian tersebut belum memenuhi standar kompetensi. Sedangkan bagian yang jumlah SDM nya belum terpenuhi agar tidak menghambat kegiatan operasional rumah sakit maka perlu dilakukan segera rekrutment.

Kata kunci : Perencanaan kebutuhan tenaga, workload indicator staffing need, analisis pekerjaan, analisis keteampilan, teknik studi kerja.

ABSTRACT

The evaluation of the needs of human resources is aimed to obtain information on the adequacy, the lack of human resources and advantages in planning the human resource needs in the future so that they can look for alternative utilization and its fulfillment in each work unit. Based on the evaluation of the calculation of the human resource needs in 15 (fifteen) departments in the Medistra Hospital, it can be concluded that the human resource planning in Medistra Hospital has been very good. There are five (5) departments where the total needs for their human resources are already in accordance with the proper calculation, 4 (four) departments have their human resources have not been fully fulfilled and six (6) departments have their human resources exceeded their proper needs.

To maintain balance, the hospital must maintain the main employees so that they are not resign and providing financial incentives to such main employees in order to maintain their services. For department where the number of its human resource needs are fulfilled but still feel labor shortage, needs to be trained their employees continuously, it is likely to be caused by the human resources who exist in the department are not meet the standards of competency. Meanwhile, for department where the needs for human resources which has not been fulfilled and in order not to hamper the operations of the hospital need to be immediately recruited.

Keywords: *Planning human resource, workloads indicators of staffing needs, job analysis, skill analysis, work study technique.*