

## ABSTRAK

**Latar belakang:** Sistem penyimpanan berkas rekam medis di RSIA Pala Raya Tegal menggunakan sistem penyimpanan desentralisasi. Dalam pelaksanaan penyimpanan desentralisasi terjadi beberapa permasalahan. Adanya rencana perubahan jenis rumah sakit dari rumah sakit ibu dan anak (RSIA) menjadi rumah sakit umum (RSU) menimbulkan adanya rencana perubahan sistem penyimpanan dari desentralisasi menjadi sentralisasi.

**Tujuan:** Menganalisis kesiapan perubahan sistem penyimpanan berkas rekam medis dari desentralisasi menjadi sentralisasi di RSIA Pala Raya Tegal.

**Metode:** Jenis penelitian ini adalah penelitian kualitatif dengan rancangan penelitian studi kasus. Subjek penelitian meliputi kepala rekam medis, petugas rekam medis, tiga petugas pendaftaran rawat jalan dan rawat inap serta kepala bidang pelayanan medis. Objek penelitian sistem penyimpanan berkas rekam medis. Teknik pengumpulan data dengan wawancara dan observasi.

**Hasil:** Berdasarkan sikap organisasi, tujuan perubahan sistem penyimpanan berkas rekam medis yaitu untuk mengetahui perkembangan dan riwayat sakit pasien. Motivasi perubahan untuk memperbaiki kualitas pelayanan. Ada komitmen manajemen dalam mendukung perubahan. Berdasarkan kondisi organisasi, belum ada kebijakan dan strategi terkait perubahan. Berdasarkan sumber daya, sumber daya manusia cukup untuk mengelola dan mengimplementasikan perubahan. Sedangkan sumber daya fisik dan keuangan belum tersedia.

**Kesimpulan:** Sikap organisasi dan sumber daya manusia sudah siap terhadap perubahan sistem penyimpanan berkas rekam medis. Sedangkan kondisi organisasi, sumber daya fisik, dan keuangan belum siap.

**Kata Kunci:** Analisis Kesiapan, Perubahan, Sistem Penyimpanan.

## **ABSTRACT**

**Background:** *The medical record file storage system at RSIA Pala Raya Tegal uses a decentralized storage system. There are some problems during the implementation of decentralized storage system. The plan to change the type of hospital from a mother and child hospital to a public hospital led to a plan to change the medical record file storage system from a decentralized to centralized.*

**Objective:** *Analyzing the readiness of changes in the medical record file storage system from decentralization to centralization at RSIA Pala Raya Tegal.*

**Methods:** *This type of research is qualitative research with a case study research design. The research subjects were head of medical record, medical record officers, three outpatient and inpatient registration officers and the head of medical services department. The research object is medical record file storage system. The data is collected by using interview and observation technique.*

**Results:** *Based on the attitude of the organization, the purpose of changing the medical record storage system is to determine the development and history of the patients condition. Motivation to change to improve the service quality. There is commitment from management in supporting the change. Based on the condition of the organization, there are no policies and strategies related to changes. Based on resources, human resources are sufficient to regulate and implement change. While physical and financial resources are not yet available.*

**Conclusion:** *Attitudes organizational and human resource are ready for changes in the medical record file storage system. Whereas organizational conditions, physical resources, and financial are not ready.*

**Keywords:** *Analysis of Readiness, Change, Storage System.*