

ABSTRAK

Latar Belakang: Pada Unit Rekam Medis Rumah Sakit Permata Medika Kebumen jumlah sumber daya manusia kesehatan sebanyak tiga orang. Jumlah tersebut belum memenuhi standar nasional serta peraturan yang masih berlaku sehingga terdapat penumpukan berkas rekam medis pada bagian *aassembling* dan pengkodean yang semakin menumpuk. Oleh karena itu, peneliti melakukan Analisis Kebutuhan Sumber Daya Manusia di Unit Rekam Medis berdasarkan Metode Analisis Beban Kerja Kesehatan di Rumah Sakit Permata Medika Kebumen.

Tujuan: Menganalisis kebutuhan sumber daya manusia pada unit rekam medis berdasarkan metode analisis beban kerja kesehatan.

Metode: Jenis penelitian yang digunakan adalah penelitian kuantitatif dengan rancangan *cross sectional*. Teknik pengumpulan data yang digunakan adalah studi dokumentasi dan observasi.

Hasil: Penetapan waktu kerja tersedia unit rekam medis sebesar 72000 menit per tahun, hasil *check list* komponen beban kerja dari 126 rincian kegiatan hanya 41 rincian kegiatan yang dilakukan petugas, mengidentifikasi dan melakukan analisis kuantitatif merupakan rincian kegiatan yang memerlukan waktu tersingkat namun memiliki nilai tertinggi pada standar beban kerja, standar tugas penunjang sebesar 1,015, sehingga kebutuhan SDMK sebanyak lima orang.

Kesimpulan: Berdasarkan hasil perhitungan kebutuhan sumber daya manusia kesehatan unit rekam medis sebanyak 5 orang petugas dengan dibagi menjadi tiga shift. Shift pagi 2 orang, shift siang 2 orang, dan shift malam 1 orang.

Kata kunci: Kebutuhan SDMK, ABK Kes, Rekam Medis, Beban Kerja.

ABSTRACT

Background: *At Medical Record Unit of the Permata Medika Hospital Kebumen the number of health human resources was three people. This amount does not meet national standards and regulations that are still valid so there is a buildup of medical record files in the assembling and coding that is increasingly piling up. Therefore, researchers conducted a Human Resource Needs Analysis in Medical Record Unit based on the Health Workload Analysis Method at the Permata Medika Hospital Kebumen.*

Objective: *Analyze the human resource needs of medical record unit based on the health workload analysis method (ABK Kes).*

Methods: *Type of research used is quantitative research with a cross sectional design. Data collection technique used is a study of documentation and observation.*

Results: *Determination available work time of the medical record unit is 72000 minutes per year, results of check list workload component of 126 details of activity is only 41 details of the activities carried out by the officer, identifying and conducting quantitative analysis are details of activities that require the shortest time but have the highest value on load standards work, the standard of supporting tasks is 1,015, so that the health human resource needs are five people.*

Conclusion: *Based on the results of the calculation of human resource needs of medical record unit many five people officers were divided into three shifts. Morning shift 2 person, day shift 2 person, and night shift 1 person.*

Keywords: *Health Human Resources Need, Health Workload Analysis, Medical Record, Workload.*