

## ABSTRAK

**ZAHRA CHAIRUNNISA ERIANSYAH PUTRI, *Tinjauan Pelaksanaan Retensi Rekam Medis Aktif Ke Rekam Medis Inaktif di Rumah Sakit Dik Pusdikkes Kodiklat TNI-AD*. Karya Tulis Ilmiah, Jakarta: Program D-III Akademi Perkam Medis dan Informasi Kesehatan Bhumi Husada Jakarta Tahun 2022.**

Retensi suatu kegiatan mempertahankan rekam medis untuk disimpan dengan penentuan jangka waktu penyimpanan rekam medis ditentukan atas dasar nilai kegunaan tiap-tiap berkas rekam medis. Penelitian ini menggunakan metode deskriptif. Metode yang digunakan adalah metode observasi, dan, wawancara terhadap petugas rekam medis.

Hasil penelitian ini menunjukkan bahwa sudah ada Standar Prosedur Operasional tentang Retensi Rekam Medis di Rumah Sakit Dik Pusdikkes Kodiklat TNI – AD. Berdasarkan pelaksanaan retensi rekam medis telah dilaksanakan pada tahun 2019, rekam medis yang telah di retensi sebanyak 20.000 dari total 55.000 rekam medis yang telah di retensi. Belum sesuai dengan prosedur yang telah dibuat. Berdasarkan kendala rekam medis bahwa karena tidak cukup ruang untuk penyimpanan dokumen rekam medis inaktif dan kurangnya Sumber Daya Manusia (SDM).

Daftar Pustaka: 11 (2006-2019)

Kata Kunci: Retensi, Rekam Medis Aktif dan Inaktif

## ABSTRACT

**ZAHRA CHAIRUNNISA ERIANSYAH PUTRI, Review of the Implementation of Retention of Active Medical Records to Inactive Medical Records at the Dik Pusdikkes Kodiklat TNI-AD Hospital. Scientific Papers, Jakarta: D-III Program of the Bhumi Husada Jakarta Medical Recorder and Health Information Academy in 2022.**

*Retention is an activity of maintaining medical records for storage by paying for the medical record storage period is determined on the basis of the useful value of each medical record file. This research uses descriptive method. The method used is the method of observation, and interviews with medical record officers.*

*The results of this study indicate that there is already a Standard Operational Procedure regarding Retention of Medical Records at the Indonesian Army-AD Kodiklatad Pusdikkes Hospital. Based on the implementation of medical record retention that was implemented in 2019, 20,000 medical records have been retained out of a total of 55,000 medical records that have been retained. Not in accordance with the procedures that have been made. Based on the medical record constraints that due to insufficient space for storing inactive medical record documents and a shortage of Human Resources (HR).*

*Bibliography: 11 (2006-2019)*

*Keywords: Retention, Active and Inactive Medical Records*