

**PROGRAM STUDI SARJANA TERAPAN MANAJEMEN INFORMASI
KESEHATAN UNIVERSITAS IMELDA MEDAN**

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**Judul : Analisis Risiko Fisik Pada Petugas di Unit Penyimpanan
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ABSTRAK

Ruang penyimpanan rekam medis adalah tempat menyimpan berkas rekam medis pasien. Faktor risiko fisik yang dihadapi petugas meliputi penerangan yang tidak sesuai, suhu yang tidak nyaman, jarak antar rak yang sempit, dan lokasi ruangan yang jauh dari pendaftaran. Penelitian ini, yang bersifat deskriptif kualitatif dan dilakukan di Unit Penyimpanan Rekam Medis Rumah Sakit Umum Madani Medan, bertujuan menganalisis faktor risiko fisik tersebut. Data dikumpulkan dari empat informan melalui wawancara dan observasi, lalu dianalisis secara kualitatif. Hasil penelitian menunjukkan bahwa pencahayaan di ruang penyimpanan tidak memadai, terutama di sudut ruangan dengan jendela tertutup dan plafon tinggi, menyebabkan lampu sering berkedip yang mengganggu kenyamanan dan efisiensi kerja. Lampu yang redup berdampak pada produktivitas dan akurasi penempatan file, serta dapat memicu rasa kantuk. Suhu ruangan tidak nyaman karena AC rusak dan hanya ada dua kipas yang tidak cukup mendinginkan ruangan, membuat petugas merasa panas dan berkeringat. Jarak antar rak sekitar 60 cm dianggap terlalu sempit, menghambat pergerakan dan memperlambat pengambilan dokumen, sementara tingginya mencapai 2,8 meter. Meski ruangnya luas, kapasitasnya tidak mencukupi untuk menampung semua berkas, menyebabkan penumpukan berkas. Namun, jarak antara ruang pendaftaran dan penyimpanan rekam medis cukup dekat dan tidak menghambat operasional sehari-hari. Penelitian ini merekomendasikan perbaikan dan penambahan fasilitas yang memadai untuk meningkatkan kenyamanan petugas rekam medis.

Kata Kunci : Risiko Fisik, Petugas Penyimpanan Rekam Medis
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**APPLIED BACHELOR PROGRAM MANAGEMENT OF HEALTH
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ABSTRACT

The medical record storage room is a place to store patient medical records. Physical risk factors faced by officers include inappropriate lighting, uncomfortable temperature, narrow distance between shelves, and the location of the room far from the registration. This study, which is descriptive qualitative and conducted at the Medical Record Storage Unit of Madani General Hospital Medan, aims to analyze these physical risk factors. Data were collected from four informants through interviews and observations, then analyzed qualitatively. The results showed that the lighting in the storage room was inadequate, especially in the corner of the room with closed windows and high ceilings, causing the lights to flicker frequently, which disrupted comfort and work efficiency. Dim lights affected productivity and file placement accuracy, and could trigger drowsiness. The room temperature was uncomfortable because the AC was broken and there were only two fans that were not enough to cool the room, making officers feel hot and sweaty. The distance between the shelves of about 60 cm was considered too narrow, inhibiting movement and slowing down document retrieval, while the height reached 2.8 meters. Although the room is spacious, its capacity is not sufficient to accommodate all the files, causing a pile-up of files. However, the distance between the registration room and the medical record storage room is quite close and does not hinder daily operations. This study recommends improvements and additions of adequate facilities to increase the comfort of medical records officers.

Keywords : **Physical Risk, Medical Record Storage Officers**
Bibliography : **27 (2013-2024)**