ABSTRACT

Review of the Physical Environment of the Filing Room at RSUD Daha Husada Kediri in Maintaining Medical Record Security. Aisha Adristi Carissa Syahbudin (2024), Final Project Report, D3 Medical Records and Health Information Study Program, Department of Medical Records and Health Information, Poltekkes Kemenkes Malang, Achmad Zani Pitoyo, S.Si.T, M.Kes., MMRS, Prima Soulthoni Akbar.

Background: Medical records are confidential documents with legal implications, and as the custodians of these records, hospitals are responsible for ensuring their security. Therefore, every hospital must have a medical records storage room that guarantees the safety and confidentiality of patient data. This research aims to review the physical environment of the filing room at RSUD Daha Husada Kediri in maintaining medical record security. **Methods:** This study uses a qualitative descriptive method with data collection techniques, including observation of the filing room and interviews with RSUD Daha Husada Kediri staff. **Results:** Based on the research, the filing room at RSUD Daha Husada Kediri has standard operating procedures for security and confidentiality; however, implementation is not yet optimal due to several factors including physical damage, biological factors, chemical factors, loss, and inadequate facilities. **Conclusion:** The review of the physical environment of the filing room, including temperature, humidity, and light intensity, does not yet meet applicable standards. Security aspects, based on observations and interviews, show that biological, chemical factors, and loss are still insufficiently addressed. Additionally, there are several facilities that need to be improved to enhance the security of the filing room.

Keywords: Physical Environment, Filing Room Security, Medical Records