

ABSTRACT

Name : Adelia Wahyu Arofanti
Study program : D-III Medical Records and Health Information
Tittle : *Retention System Description Medical Record And
Inactive File Storage At Husada Bunda Mother And Child
Hospital Malang City*

RSIA Husada Bunda has been carrying out retention activities since 2018. Retention is carried out using scanners and cardboard. The problem experienced by medical record officers when carrying out retention was because the inactive file storage space at RSIA Husada Bunda was full and there was a lack of manpower. The purpose of this study is to describe the system for implementing medical record file retention and inactive file storage at RSIA Husada Bunda. The type of research method used by researchers in this research is a case study descriptive research with data collection using interview, observation and documentation data collection methods. From the results of this study it can be illustrated that the retention and storage of inactive files at RSIA Husada Bunda has not gone well. Inactive file retention and storage activities at RSIA Husada Bunda are still experiencing problems such as in the field of human resources and facilities and infrastructure. Until now, RSIA Husada Bunda is still trying to overcome this problem.

Keyword :
Medical Record Retention, Inactive File Storage