

ABSTRACT

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Title : *The Design of a Tracer as a Control Tool for Medical Record Documents at RSUD Simpang Lima Gumul Kediri*

RSUD Simpang Lima Gumul Kediri has used a tracer (outguide) as a guide for medical record documents. However, the tracer (outguide) has never been developed in accordance with the provisions of IFHIMA (2012) and medical record document misfiles still occur. The purpose of this research is to design a tracer and find out the difference in the incidence of misfiles before and after designing a tracer. This type of research is quantitative and qualitative research. This research is described in two group pre-test post-test design and paired t-test. The tracer design results obtained a tracer with a thickness specification of 50 microns, orange colour, size 35 cm × 10.5 cm, and there is a slip pocket measuring 13 cm × 8 cm. the results of the two groups pre-test and post-test design for the incidence of DRM misfiles were 37.35% (pre-test) and in the post-test there was a decrease of 0.18% from 37.75% to 28.87%. As for the results of the paired T test, it was found that the significance value was > 0.05 and showed that there was no difference in the incidence of misfiles before (pre-test) and after (post-test) tracer design (outguide). This is caused by several factors that greatly affect the filing process, the man factor and the method factor. The man factor is caused by the lack of accuracy of officers and the high workload. Meanwhile, the method factor is caused by the absence of SOP for borrowing medical record documents.

Keyword:
Tracer (outguide), Misfile