**Universitas Diponegoro**

**Fakultas Kesehatan Masyarakat**

**Program Magister Ilmu Kesehatan Masyarakat**

**Konsentrasi Administrasi Rumah Sakit**

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**ABSTRAK**

**Jaka Prasetya**

**Analisis Integritas Kepemimpinan pada Sistem Tata Laksana Rekam Medis di Rumah Sakit Bhakti Wiratamtama Semarang**

**xiii + 90 halaman + 2 tabel + 4 lampiran**

Pada integritas kepemimpinan di Rumah Sakit Bhakti Wira Tamtama Semarang terdapat permasalahan terdiri dari akuntabilitas, kompetensi dan etika yang mendukung sistem tata laksana rekam medis, beberapa permasalahan meliputi fasilitas, sumber daya manusia, pelaksanaan standar operasional prosedur, alur dokumen rekam medis, pencatatan, perekaman, penempatan dan penataan dokumen yang tidak sesuai dan berpengaruh terhadap pelayanan kesehatan dirumah sakit.

Jenis penelitian kualitatif dengan menggunakan wawancara mendalam dan observasi langsung. Sebagai Informan utama adalah tiga orang petugas rekam medis. Sedangkan Informan triangulasi adalah kepala rumah sakit, kepala instalasi diklat, kepala SDM, kepala rekam medis.

Hasil penelitian ini menunjukkan peran pemimpin sebagai integritas dalam akuntabilitas pengambil keputusan mengakui dan menyadari sangat penting menentukan wewenang, tanggung jawab dan keputusan demi tercapainya tata laksana rekam medis untuk meningkatkan pelayanan rumah sakit.

Penelitian ini merekomendasikan saran yaitu adanya solusi dan keberanian atas kepemimpinan sebagai akuntabilitas dalam tanggungjawab yang telah dikerjakan untuk meningkatkan tata kelola sistem rekam medis. Adanya ide gagasan dalam meningkatkan kompetensi dibidang rekam medis, pelatihan tentang pengelolaan data, melaksanakan sesuai prosedur tetap bagi para petugas pemberi pelayanan rekam medis. Memberlakukan system *reward* dan *punismen* dalam memberikan stimulus petugas/karyawan supaya termotivasi untuk berkompetisi meningkatkan sistem pengelolaan rekam medis.

Kata kunci : Rekam Medis, Integritas, Kepemimpinan, Tata Laksana RS

Referensi : 31 (1994-2013)

**Diponegoro University**

**Faculty of Public Health**

**Master's Program in Public Health**

**Majoring in Hospital Administration**

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**ABSTRACT**

**Jaka Prasetya**

**Analysis of Leadership Integrity on a Management System of Medical Record at Bhakti Wiratamtama Hospital in Semarang**

**xiii + 90 pages + 2 tables + 4 enclosures**

Leadership integrity at Bhakti Wiratamtama Hospital in Semarang had some problems consisted of accountability, competency, and ethics that supported a management system of medical record. Those problems were including facilities, human resource, implementation of standard operating procedure, pathway of medical record document, recording, taping, placing, and managing inappropriate documents that influenced health services at the hospital.

This was a qualitative study using methods of indepth interview and direct observation. Main informants consisted of three officers of medical record. Informants for triangulation purpose consisted of head of the hospital, head of educating and training installation, head of human resource, and head of medical record.

The results of this research showed that a role of a leader as integrity in accountability of a decision maker admitted and was aware in determining authority, responsibility, and decision in achieving medical record management to improve services of the hospital.

As suggestions, there needs solution and courage on a leader level as accountability in responsibility for all activities to improve management of medical record. In addition, there needs an idea to improve competency of medical record, training of data management, and implementing in accordance with a standard procedure for all officers who are providing medical record services. Reward and punishment system needs to be applied in providing stimulation for officers/employees in order to motivate them in improving management system of medical record.

Key Words : medical record; integrity; leadership; hospital management

Bibliography : 31 (1994-2013)