

Role of Medical Record Department in Hospital Management

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Abstract: *The Medical Record Department plays a multifarious role in the overall operation of the hospital and is an essential part of hospital management. Its primary duties are the careful monitoring of patient records, which includes the compilation, arrangement, and upkeep of thorough medical histories. The department helps medical practitioners provide prompt, well-informed patient care by guaranteeing the accessibility and quality of these records. In addition to its direct clinical influence, the department is essential to legal and regulatory compliance; it maintains HIPAA and other privacy standards and helps the institution meet accreditation requirements. In terms of finances, the department supports revenue cycle management by offering accurate coding for billing needs.*

Additionally, the Medical Record Department supports clinical improvements and provides data for studies, making it a priceless resource for research and teaching. The department's responsibility for crisis management includes catastrophe recovery and continuity planning, which guarantees the durability and accessibility of patient records. To put it simply, the Medical Record Department is a crucial aspect of hospital administration because it connects the dots between effective patient care, legal compliance, financial stability, and continuous quality improvement in healthcare.

Keywords: Medical record, Hospital, Management, Patients

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