



PEMERINTAH KABUPATEN MAGELANG
RUMAH SAKIT UMUM DAERAH MUNTILAN
KABUPATEN MAGELANG

Jl. Kartini Nomor 13 Muntilan 56411 ☎ Informasi (0293) 587004 ☎ Sekretariat (0293) 587017
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Nomor : 005/ 342 /48/2021
Sifat : SEGERA
Lampiran : -
Perihal : Undangan

Magelang, 20 Maret 2021

Kepada Yth. :

1. Asisten Pemerintahan dan Kesra
Selaku Ketua Dewas
2. Ka. BPPKAD selaku Anggota Dewas
3. Ka. Dinas Kesehatan selaku Anggota
Dewas

di

Kota Mungkid

Mengharap dengan hormat kehadiran Bapak / Ibu / Saudara pada
acara Rapat Dewan Pengawas RSUD Muntilan yang akan dilaksanakan
besok pada :

Hari : Kamis
Tanggal : 25 Maret 2021
Waktu : ~~09.00~~ WIB s/d selesai 11.00 *ff*
Tempat : Ruang Aloevera Meeting Room
Hotel Artos Magelang
Acara : Rapat Dewan Pengawas RSUD Muntilan

Demikian atas perhatian dan kehadirannya disampaikan terima
kasih.

DIREKTUR RSUD MUNTILAN
KABUPATEN MAGELANG



dr. M. Syukri, MPH
Pembina Tingkat I
NIP. 19660115 199603 1 003



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DAFTAR HADIR

Rapat : Rapat Dewan Pengawas RSUD Muntilan

Tanggal : 25 Maret 2021

Tempat : Ruang Aloevara Meeting Room Hotel Artos Magelang

NO	NAMA	BAGIAN	TANDA TANGAN	
1	Nanda Cahyadi Pribadi, AP., M.Si.	Asisten Pemerintahan dan Kesra selaku Ketua Dewas	1	
2	Dra. Siti Zumaroh, MM.	Kepala BPPKAD selaku Anggota Dewas		2
3	Retno Indriastuti, SKM., M.Kes.	Kepala Dinas Kesehatan selaku Anggota Dewas	3	
4	Aslichah, SH., MM.	Sekretaris Dewas		4
5	dr. M. Syukri, MPH	Direktur RSUD Muntilan	5	
6	dr. Ana Roechanah, Sp.PK	Kepala Bidang Pelayanan		6
7	drg. Budi Rochman	Kepala Bidang Penunjang	7	
8	Ratna Ernawati, SE	Kepala Bidang Keuangan		8
9	dr. Novianasari Brilian, Sp.KFR	Kasie. Pelayanan Medis	9	
10	Wawan Haryanta, S.Kep., Ns.	Kasie. Pelayanan Keperawatan		10
11	Sumarna, S.Sos	Kasubbag. Kepegawaian	11	
12	Totok Ruswanto, SKM., MM	Kasubbag. Umum		12
13	Oky Susiana H., A.Md	Plt. Kasubbag. Rekam Medik	13	
14	dr. Dodi Indra Permadi, MPH	Kasie. Penunjang Medis		14
15	Nurwidadi, SKM	Kasie. Penunjang Non Medis	15	
16	M. Sigit Husnawan, SE., MM	Kasie. Anggaran		16
17	Umi Kurnia Fitri, SE	Kasie. Akuntansi	17	
18	dr. Syamsul Arief Zahra, Sp.PD	Ketua Komite Medis		18
19	Anton Marianto, S.Kep., Ns	Ketua Komite Keperawatan	19	
20	Andhika Kustaryono, S.Psi., M.Psi	Ketua Komite Tenaga Kesehatan Profesi Lainnya		20
21		Komite K3	21	

22	Suharto, SE	Ketua SPI		22	
23	Arif Masquni, S.Kep.Ns	Komite PPI	23		
24		Komite Mutu & Keselamatan Pasien		24	
25	Ang. Yuliana Murli, Sp.KGA	Instalasi PKRS & Humas	25		
26	Nurdiani Risma Dewi., SKM	Pembawa Acara		26	
27	Wildan Pahlevi, SKM	Bagian Tata Usaha	27		
28	Adi Sutoro, A.Md	Bagian Tata Usaha		28	
29	Retno Dwi Susilowati	Bagian Tata Usaha	29		
30	Efi Listiana	Bagian Tata Usaha		30	



RSUD Muntilan
Kabupaten Magelang

dr. M. Sukri, MPH
Pembina Tingkat 1

NPL 19660115 199603 1 003



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NOTULEN

SIDANG / RAPAT :

Hari / Tanggal : Kamis, 25 Maret 2021
Jam Sidang / Rapat : 11.00 WIB s/d selesai
Tempat : Ruang Aloe vera Meeting Room Hotel Artos Magelang
Acara : Rapat Dewan Pengawas RSUD Muntilan

PIMPINAN RAPAT / SIDANG :

Ketua : Nanda Cahyadi Pribadi, AP., M.Si.
Sekretaris : Aslichah, SH., MM
Pencatat : Aslichah, Sh., MM
Peserta : Dewan Pengawas RSUD Muntilan, Pejabat Struktural, Ketua Komite, SPI dan Instalasi PKRS & Humas RSUD Muntilan

KEGIATAN RAPAT / SIDANG :

Kata Pembukaan : Rapat dibuka oleh Direktur RSUD Muntilan dengan menyampaikan hasil/laporan pelayanan di RSUD Muntilan tahun 2020.

Diskusi : Pembinaan, saran & masukan dari Dewan Pengawas :

1. Nanda Cahyadi Pribadi, AP., M.Si.
 - a. Seluruh jajaran Rumah Sakit harus menguatkan komitmen sesuai visi Rumah Sakit sehingga komitmen itu tumbuh didalam diri masing-masing pegawai Rumah Sakit.
 - b. Rumah Sakit sebagai pelayanan publik harus terbuka terhadap saran, masukan dan kritikan dengan masyarakat untuk memberikan masukan kepada Rumah Sakit.
 - c. Dalam seluruh aktivitas pelayanan, Dewas mendukung upaya-upaya RS untuk mengikuti perubahan TI.
 - d. Dewas mendukung upaya pengembangan fasilitas, sarana & prasarana RS agar masyarakat terlayani dengan baik.
 - e. RSUD Muntilan diharapkan transparansi dalam mengelola keuangan & aset.
 - f. Mempromosikan seluruh aktivitas pelayanan agar dikenal masyarakat.

2. Retno Indriastuti, SKM., M.Kes.

RSUD Muntilan harus mendukung RS-RS baru dan bersama-sama menjadi satu menyelesaikan masalah-masalah kesehatan di Kabupaten Magelang & RSUD Muntilan juga harus meningkatkan kualitas pelayanan. Unggulan pelayanan perlu dikembangkan agar menjadi kebanggaan Kabupaten Magelang.

3. Dra. Siti Zumaroh, MM.

RSUD Muntilan perlu meningkatkan pelayanan sehingga masyarakat berkenan menggunakan pelayanan RS.

Target dan capaian indikator diusahakan mencapai angka standar. Meningkatkan ketertiban dan aturan-aturan RS diharapkan dapat terpenuhi.





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Jalan Kartini Nomor 13 ☎ (0293) 587004 Fax (0293) 587017 Muntilan 56411

NOTULEN

BIDANG / RAPAT

Hari / Tanggal

Jam sidang / rapat

Tempat

Acara

Kamis, 25 - Maret 2021

11.00 WIB

R. Albevera Artos Magelang

R. Dewan Pengawas

PIMPINAN RAPAT / SIDANG

Ketua

Sekretaris

Pencatat

Peserta sidang / rapat

Nanda Cahyadi Pribadi, AP, N.S.

Aslichah, SH, MM

— " —

Komite RS, Instalasi RS, SPI, Pejabat Struktural, Dewan Pengawas

KEGIATAN SIDANG / RAPAT

Kata Pembukaan

Pembahasan

Rapat dibuka oleh ~~dan~~ Direktur RSUD Muntilan dan menyampaikan hasil / laporan Pelayanan di RS Tahun 2020.

Diskusi :

Pembinaan, Saran & Masukan dari Dewan :

1. Nanda Cahyadi Pribadi — a. Seluruh jajaran RS hrs menguatkan komitmen sesuai visi RS shg komitmen itu tumbuh di dm diri ms & pegawai RS
b. RS sbg layanan publik hrs terbuka tdk adap saran, masukan & kritikan dr masy. agar dpt memberikan masukan + ke RS
c. Dlm seluruh aktivitas pel, Dewas mendukung upaya & RS u) mengikuti Perubahan TI
d. Dewas mendukung upaya pengembangan fasilitas, sarana, & prasarana RS agar masy. terlayani dgn baik
e. RSUD Muntilan shg pken transparansi dlm mengelola keuangan
f. Mempromosikan seluruh aktivitas pel agar di kerd masy

2. Retno :

→ RSUD Mtl hrs mendukung masalah & kesulitan di kerd Mgl & RSUD Mtl yg hrs meningkatkan kualitas pelayanan perlu di kerd Mgl & RSUD Mtl

3. Siti Zumaroh :

→ RSUD Mtl perlu meningkatkan pelayanan shg masy. Gerakan menggunakan pel RS target & capaian indikator & usahakan mencapai angka standar, meningkatkan retention & aturan & RS terperchi

Keputusan

Muntilan,

a/n PEMPINAN SIDANG / RAPAT

No : 3.006/GA/GAHC/DN/III/2021

20 March 2020

Mrs. Aslichah

RSUD Muntilan

Jl. Kartini No.13, Balemulyo, Muntilan, Kec. Muntilan,

Magelang, Jawa Tengah 56411

Hp : +62 821-3743-3969

GROUP AGREEMENT
(RSUD Muntilan / 25 March 2021)

Dear Mrs. Aslichah,

Greetings from Grand Artos Hotel and Convention

Thank you for considering Grand Artos Hotel & Convention for your forth coming group that is scheduled in 25 March 2021. We are delighted to submit our agreement for your review and approval:

Event : Halfday Meeting
Period : 25 March 2021

MEETING PACKAGE

DATE	PACKAGE	TIME TABLE	VENUE	SET-UP	NO. OF PERSONS	PRICE PER PERSON (IDR – NET)	TOTAL EXPENSES (IDR – NET)
25 March 2021	Halfday Meeting	09.00-13.00	Aloevera	Classroom	30	Rp135,000	Rp4,050,000
GRAND TOTAL ESTIMATED							Rp4,050,000

Halfday Meeting package is inclusive of:

- 1 (one) main meeting venue → **Aloevera Meeting Room**
- 25 March 2021, Coffee Break ready on plate and wrapping on 09.00, Lunch ready at Pandan on 12.00

DATE OF AVAILABILITY AND CONFIRMATION

We will require a signed copy of this agreement by **22 March 2021 as the latest**. If signed confirmation has not been received by this date and time, *Grand Artos Hotel and Convention* shall reserve the right to release these rooms and meeting space for resale.

In the event that there is another party requesting rooms at the same period with your event, we will give you first right to refusal of the space by confirming your event with us within 48 (forty-eight) hours from our notification. After this period, *Grand Artos Hotel and Convention* shall reserve the right to release these rooms and meeting space for resale

RESERVATION CUT OFF DATE

Upon receipt of a signed copy of this agreement, *Grand Artos Hotel and Convention* shall hold the blockage of guest rooms noted above until **22 March 2021**. At that time, rooms not covered by the rooming list or

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No : 3.006/GA/GAHC/DN/III/2021

individual reservations will be released for general sale. We will continue to accept reservations from your attendees after this date based upon room and rate availability.

7 (seven) days prior to the Group Arrival

Final Review and Full Rooming List Required

A final rooming list and full prepayment of all accommodation, estimated food, beverage and miscellaneous charges is required. All remaining rooms will be released at this time. Cancellation of up to 30% of the remaining rooms held will be without penalty. Any numbers above allowed percentage will be charged a 1 (one) night cancellation fee.

CANCELLATION OR NO SHOW ROOMS

Any cancellation received on the day of arrival or no show will be charged a full stay cancellation/no show fee unless the hotel is able to resale these cancelled rooms.

Penalty for Cancelled Event

- **100% (hundred percent)** cancellation charges will be applied if cancellation is received *within 2 (two) days* prior to function actual dates.

DEPOSIT/PAYMENT POLICY

Mrs. Aslichah, be responsible for making the total payment of the accommodation and event, with the following details:

- A non-refundable **deposit payment for 50% (fifty percent)** from the total expenses must be received by the hotel at latest on **23 March 2021**.
- A final payment from the total expenses (accommodation) must be received by the hotel at latest on **25 March 2021**
- All outstanding amounts incurred during the event for unforeseen incidentals must be settled upon the Group departure.

*All services detailed above are subject to cancellation if Guarantee Letter is not received by the hotel at latest on **22 March 2021***

Payment can be made by cash, company cheque, credit card or wire transfer. Credit cards will be billed in Indonesian currency based on hotel billing rate and reflected on the guest folio, on the date of transaction. Conversion rate may change daily depending on currency fluctuation and might be different with the Bank exchange rate. If payment is made via company cheque, please make it payable to:

Bank Account Name : PT. Grand Artos
Bank : Bank Mandiri
Account No. (IDR) : 136.002.300.8888
Address : Magelang, Jawa Tengah

If the above deposit/payment policy is not strictly adhered to, Grand Artos Hotel and Convention reserves the right to release all rooms and space reserved. Credit terms or guaranteed agreements must be established in writing with the Hotel during the contract negotiation phase and settled prior to arrival.

No : 3.006/GA/GAHC/DN/III/2021

DEFAULT

If the Group fails to pay any money due under this agreement or otherwise does not comply with its terms, the Hotel may terminate this agreement and the organization forfeit's any advance deposit payments.

RSUD Muntilan, we hope the above details meets your requirements. Should you need additional information or require any assistance, please do not hesitate to call us via phone (0293) 321 8888, facsimile (0293)321 8880 or email: deni@grandartoshotel.com, or mobile phone: +62 858-7711-5544

We are looking forward to welcoming your esteemed group of delegates to Grand Artos Hotel and Convetion and providing you with a most memorable meeting experience with an **"Authentic Indonesian Hospitality"** where all the staffs are always **"At Your Service"**.

Sincerely yours,

Agreed and accepted by :

Deni Marta W
Account Manager
Date: 20 March 2021

Name : _____
Title : _____
Date : _____

Acknowledged by,

Seila Kharina
Senior Sales Manager

RSUD Muntilan Page 3 of 3