

Implementation of Islamic Values to Management of Human Resources Based On Sharia In General Hospital Haji Medan

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Abstract: This study aims to analyze the implementation of human resource management based on Sharia in General Hospital (RSU) Haji Medan and analyze Islamic value in the implementation of human resource management based on Sharia in RSU Haji Medan. This study used descriptive statistical analysis and qualitative analysis conducted in RSU Haji Medan. The data source is obtained from primary and secondary data. Primary obtained from informants and secondary data obtained from books, holy books, magazines, and journals related to this subject research. Meanwhile, the method of collecting data that writer used is observation techniques and interviews. The results of this study indicate that HR planning is more focused on medical personnel. Lack of medical personnel, such as subspecialist doctors who encourage RSU Haji Medan to submit a request to the government. If the government has not been able to fulfill it, RSU Haji Medan recruits honorary employees in accordance with the principle of conformity of competence with the needs. Recruitment comes from civil servants who are seconded and non civil servants must be Muslim. The implementation of recruitment at RSU Haji Medan has applied Islamic values, especially for Muslim employees. They are required to wear clothing by covering aurat according to the principle of competence. Selection process by asking the aspects of religiosity to candidates, such as Alqur'an reading, al-Islam education, shariah interview, and mental test. There are two ways to do in terms of placement. First is the filling position or job for new employees. The second is to reassign old employees on different tasks or different positions. The placement of employees at RSU Haji Medan is in accordance with Islamic values with the principle of justice that in placing an employee into consideration is the performance and ability. Education and training are moral and spiritual, such as training in bathing the corpse, training nurses in kharimah morals, training them to cultivate greetings, Basmalah and Hamdalah when examining patients, being polite and friendly, trustworthy, and honest and true in providing services to the patient. Performance appraisals are documented and discussed in performance evaluation meetings and in the performance appraisal process using DP3 instruments. Performance appraisal at RSU Haji Medan is in accordance with Islamic values based on the principle of justice.

Keywords: MSDM Sharia, Human Resource Planning, Recruitment, Selection, Orientation and Placement, Education and Training, Performance Appraisal

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I. INTRODUCTION

This research is useful for improving knowledge of sharia contribution based on human resource management, as well as providing valuable insights for Muslim practitioners who manage Islamic rules as Islamic organizations or manage Muslim workers to make correct decisions and improve justice perceived among employees within the organization.

In human resource management employees are the main assets (assets) of the company so it must be maintained properly. The factor of concern in human resources is the human itself. It is realized that human resource management is the most important corporate problem. With the effective human resources persuaded the leadership to find the best way utilizing the people in the company's environment for achieving goals.

Sharia-based on human resource management emphasized the justice principle (an-Nisa [4] verse 58), the competence principles (QS an-Naml [27] verses 38-39), the optimization and superiority in competence - Naml [27] verse 40), the competence principle of conformity needs (Competence diverse that is owned Khulafaur Rashidin is the required competence in propagation of the Prophet SAW), the trust principle (al-Qasas [28] verse 26), the principle of conformity personal competence with placement (Surah Yusuf [12] verses 54-55 and HR Bukhari), the propriety and feasibility principle (HR Muslim), the principle did not exceed the limits of ability in the imposition of work (Surat al-Baqarah [2] verse 286), the principle of authority and

(Bukhari), the principle of authority constraints (QS al-Ghasiyah [88] verse 21), the principle of reward and compensation (Surat Al-An'am [6] verse 132 and HR Ibn Majah).

Based on the preliminary survey, it is found that RSU HAJI MEDAN as one of the public hospitals providing Islamic health services. In carrying out its duties based on Islamic teachings and morally accountable. To affirm Islamic concept and characteristic in applying its service, RSU Haji Medan has philosophy as the faith embodiment, good deeds, and Worship to Allah SWT.

II. METHODOLOGY

This research is a data analysis using descriptive statistics and qualitative analysis aiming to describe and interpret the object as it is. Especially in the research conducted to describe the findings of the use of performance assessment with Like scale at RSU Haji Medan as it is as the research took place.

The data source came from primary and secondary data. Primary data was obtained by informer. In this case the technique of selecting informant by interviewing used Snowball sampling in determining the sample only one or two persons based on the assessment as informant key. The informants are: (1) Mr. H. Sampurno Siregar SE (Deputy Director of Administration and General) and (2) Hasby Tanjung, SE, MPd. (Head of Sub Division Personnel). Because researchers need depth data, the researchers asked them both informations which can be informed again. So in this case, the information is selected or determined based on information from the previous information. The key informen that will be asked for data information according to the title of the researcher RSU HAJI MEDAN who have the authority and responsibility to provide the required data. Another informants who can provide data to researchers in accordance with needs such as nursing staff, medical support, planning and medical records, general section and section training and educating RSU HAJI MEDAN. While the secondary data was obtained from matters relating to research, including books, books, magazines, journals, which relate to the subject o based on MSDM.

III. RESULTS AND DISCUSSION

1. Human Resource Planning at Medan Haji General Hospital

HR planning process at Medan Haji General Hospital is every head of department propose her energy requirement in accordance with educational background to the personnel and will be discussed in the hospital work program. Planning is done at the beginning of each year, and the people involved in the planning process are all heads of departments, all wadirs and directors.

Based on the information provided by the informants, the researcher found that the shortage of human resources personnel in RSU Haji Medan, which is not sufficient for the needs of subspecialist and nurse medical personnel, the management of Medan Haji General Hospital submits the request of subspecialist and nurse doctors to the North Sumatra Provincial Government. If in a very urgent time, the government of North Sumatra Province has not been able to fulfill it, then the next step is the implementation of human resource planning program implemented to recruit honorary employees by the management of Medan Haji General Hospital. The findings of this study in accordance with the principle of conformity of competence with the needs contained in various competencies owned Khulafaur Rashidin is the competence required in propagation of Rasulullah SAW who became the main pillar of propagation struggle prophet SAW.

2. Recruitment Process Employees at Haji Medan Hospital

There are two existing recruitment patterns of Haji Medan Hospital, which is first, recruitment of permanent personnel (PNS) executed by the government. Second, the recruitment of non-permanent medical or non-permanent medical personnel or honorariums performed entirely by the management of Medan Haji General Hospital.

Based on information provided by the informants, researchers found that the application of Islamic values in the process of recruitment in Haji Medan Hospital whether coming from civil servants who assisted and non civil servants must be Islamic. In the implementation of recruitment also apply the values of sharia, especially for Muslim employees are required to use clothing that covers the aurat except the face and palms. The results of this study strengthen the theory of the principle of competence in QS. an-Naml [27] verses 38-39.

Based on information provided by the informants, the researcher found that the recruitment process of Medan Hajj General Hospital determines in advance about the vacant job / position and the requirements needed for the personnel to be employed in Medan Haji General Hospital. The findings of this study are in accordance with Abdul Hakim's theory that job specification. It is a statement of the abilities, skills, knowledge and attitudes required to work effectively, complete with special qualifications, experience or other work-related matters which must be possessed by a person prior to occupation of a particular position. Job specifications are very useful in matching a person with a particular position or position, and identifying the required training and development. The findings of this study are also in accordance with Abu Fahmi's theory that employee recruitment is one of the pillars in MSDM in the company or in an institution, which aims to find and obtain

competent human resources in their field. In addition to having the appropriate competence of their work, HR is also expected to have a culture or culture in harmony with the vision and mission of the company, which in the world of MSDM known as "job fit and culture fit". Job fit means that the competence of the prospective employee in accordance with the job specifications required by the company. Culture fit means that the character possessed by applicants in accordance with the corporate culture. By possessing fit human resources (fit / fit), both in work and corporate culture, HR in Medan Haji Hospital is expected to become assets that can support the achievement of business targets that have been set. The findings of this study are in accordance with the principle of conformity of personal competence with placement in QS. Yusuf [12] verses 54-55 and HR Bukhari.

3. Selection Process, Orientation and Placement of Employees at RSU HAJI MEDAN

From the results of research mentioned that Haji Medan Hospital looking for employees who can support their work, the initiative, motivation, creative, having good religious knowledge. providing the Islamic service, the main qualification is to read alqur'an well.

Selection steps performed by RSU Haji Medan is the selection of application file, calling, written test, interview, then skill test. In the interview process, the Bintal section is very concerned about the things which related to the implementation of Islamic health services: (a) reading alqur'an, prayer and ablution as well as zakat practices such as calculating zakat. (b) the Personality application and moral. (c) Religious knowledge, such as the pillars of faith. (d) Hijab appearance. (e) How to talk, how to look, body language. (f) The creed belongs not to have a corrupt character such as following the heresy. (g) The purpose of work is not solely because of money. The focus criteria in this interview are accordance with Abu Sinn's statement choosing a candidate should have a noble character, pursuing the glory (rank) based on the experience and competence, devotion and offspring level of a righteous person, valid argument and possession a problem broad view .

The results of this study strengthen Teguh Suropto's research which states that at the beginning will conduct the process of selecting labor, many companies advanced the Job Specification, which is the expected the workforce needs, including knowledge such as, skills, and skills that must be owned by the workforce to fill the position. Therefore element of knowledge and skills is an absolute assessment of the company against prospective workers. Companies always prioritize the assessment skills and knowledge that must be owned by the workforce, like: educational background, work experience, training ever followed, and so on. The religious element of a person who has not been applied in the process of recruitment and acceptance employee selection . However, RSU Haji Medan is more concerned about the religious element, it is proven from the selection procedure is more prior to the interview test of knowledge the religion of Islam is accompanied by a test of the ability to read Alqur'an.

Based on the information provided by the informants, researchers found that after the applicants passed the selection process then the next function that is run by the Civil Service is to do placement (placement). In this process the thing done is to conduct orientation and socialization. Employee orientation is a procedure to provide new employees basic background information about the ins and outs of the organization. This initial orientation will help new employees to perform better by presenting required information about organizational rules and practices. The findings of this study are based on the principle of conformity of personal competence with placement (Surah Yusuf [12] verses 54-55 and HR Bukhari).

Based on the research findings, there are two ways that the management of Haji Medan Hospital in terms of placement. First, by placing or filling job / occupation for new employees. Second, by giving assignments on a different assignment or new position. The findings of this study accordance with Ali Hasan's opinion on the advanced human resource management theory emphasizing that placement doesn't apply to new workers, but also applies to old workers who experience transfers and duties. Means placement implementation includes promotion, mutation and demotion.

For the placement staff management of RSU HAJI MEDAN consider the competence and performance and perform carefully full of calculation, meaning that the personnel who will get the new position is a person who really have the competence and performance achievement is good. Personnel who have good competence and performance will get promotion of position means to raise the position of an employee of Medan Haji General Hospital to other positions that have greater responsibility. On the other hand, employees with poor competence and performance will get demotion, example RSU Haji Medan employees from other positions with lower responsibility, lower salary and lower level. What the management of RSU Haji Medan Did not essentially the same as the Islamic viewpoint through the principle of fairness in the MSDM that in placing an employee into consideration is performance and ability. This principle of justice exists in the QS. an-Nisa '[4] verse 58. The results of this research are consistent with Ahmad Ali's theory that current managers are difficult to appraise employees effectively. This is due to religious considerations, personal relationships and bureaucratic tendencies. Thus, Muslim managers must be aware that measurement of performance in Islam

should take account of concepts of accountability and responsibility. Being responsible for assessing employees, managers must be fair (fair) and maintain / maintain their employees.

4. Employee Education and Training at Medan Haji General Hospital(RSU HAJI MEDAN)

The employee training is conducted by RSU Haji Medan based on the programs that have been prepared by the management of Medan Haji General Hospital as a form of commitment and seriousness in improving and developing knowledge, skill and self-personality. All of that becomes an organization need that is realized through approach of strategy of RSU Haji Medan with attention to current and future environment.

Based on data exposure from interviews, observation and supported by documentation study, found the research findings as follows:

- 1) Haji Medan Training has conducted training in the form of directives, guidance or through weekly and monthly meetings.
- 2) Nurse and Employee Education and Training, Haji Medan Hospital is conducted through In House Training (IHT) either by itself or in cooperation with other hospitals, also through some education and training in the form of seminars, upgrading and training organized by the government, as well as further study programs, through government scholarships and self-financing.
- 3) The activities organized by the government are often reserved for employees with the status of the country. Private employees are still very minimal.

Based on the results above, the authors of method of training and development conducted by the management of Haji Medan Hospital in the form of the job training, which is done during working hours, both formally and informally, and off the job training, that is training and development done exclusively out of work. Thus, it can be explained like: First, the pattern of in the job training and on the job training method, seems more preferred by the management of Medan Haji General Hospital in developing the ability of employees, namely by providing guidance, guidance, motivation both verbal and non verbal, which all instituted in the form of a real program of activity through migraine meetings every Monday after a flag ceremony for 40 minutes and monthly meetings held on the first of each, during working hours. Second, off the job training and off the job training methods, example by organizing or more precisely participating in training and employee development programs and conducted specifically outside the hours of work.

5. Employee Performance at RSU HAJI MEDAN

Performance appraisal of employees of RSU Haji Medan is done by direct supervisor to fill out an Employment Assessment form that has been prepared by the Personnel section. The immediate supervisor will see the achievement of the employee's results and assess the suitability between individual performance standards and the predefined unit performance standards on certain scales, from the lowest to the highest.

Performance appraisal is generally done by Rating Scale method in the form of weighted value based on calculation result on assessment form, and report of work activity of every medical staff (doctor, nurse and medical supportee) either written or result of monitoring work activity directly (not written). Medical staff of general practitioners, dentists, and specialists are assessed directly by the Deputy Director of Medical Affairs. While in medical support units, the assessment is done by each Chief (Head of Affairs) pharmacy, radiology, laboratory, nutrition and medical record. The nursing and midwifery section is assessed by the direct supervisor of Nursing Section Head (KASI).

After the assessment, the assessor reports the results of the assessment and discusses it by the superior of the Value, like the Head of Sector consisting of: (a) Head of Nursing who is responsible for the performance assessment of the nurse and midwife. (b) Head of Medical Supporting who is responsible and responsible in appraising employee performance of pharmacy, radiology, laboratory, nutrition and medical record. Furthermore, the Head of Section shall forward the employee performance report to the Vice Director of Medical Affairs to harmonize the decision regarding the performance of the respective employee then agreed and signed in order to be followed up on the result of assessment or feedback for the employee. (1) Discipline (2) Quality of Work (3) Quantity of Works (4) Attitude (5) Initiative (6) Cooperation (7) Neatness (8) Housekeeping (9) Hospitality Hospitals and Polite (10) Responsibility. The results of this study strengthen Rimjhim Jha and Endang Rusdianti research that the importance of health sector performance assessment. Similarly, organizational commitment plays a role in improving employee performance.

Based on the information provided by the informants, the researcher found that the performance appraisal at RSU Haji Medan is a human resource management activity based on the principle of justice contained in the QS announcement. an-Nisa '[4] verse 58. The findings of this study are in accordance with Ahmad Ali's theory that current managers find it difficult to appraise employees effectively. This is due to religious considerations, personal relationships and bureaucratic tendencies. Thus, Muslim managers must be aware that performance appraisal in Islam should take account of the concepts of accountability and responsibility, be fair (fair) and maintain / maintain their employees.

IV. CONCLUSION

1. Implementation of Syariah-based human resource management at RSU HAJI MEDAN as follows:
 - a. Human Resource Planning in Haji Medan Hospital is more focused on medical personnel because the core personnel in performing services to patients. But there is one obstacle experienced by Haji Medan Hospital is the difficulty of finding a woman specialist, especially doctors sub specialist obstetricians and pregnant.
 - b. Employees Recruitment at Haji Medan Hospital is preceded by job analysis and job description to facilitate the personnel department and General section determine the candidate qualifications and requirements required by opening method is not only informed internally through employees, but also through online media and also through social media and through Job Specification in North Sumatra Province and cooperate with several university hoped obtaining qualified applicants.
 - c. There are two ways of Haji Medan Hospital in placement term . First, by filling job / job positions for new employees. Secondly, by reassigning old employees on different tasks or different positions.
 - d. Employee placement based on competence and performance achievement, if the competence and good performance get promotion by raising the position of staff of Medan Haji General Hospital to other positions that have bigger responsibility. Conversely, if the competence and performance is not good will get demosi, that is the transfer of Medan haji hospital employees from other positions that have lower responsibilities, lower salaries and levels.
 - e. Education and training are based on the job training method by providing guidance, guidance, motivation both verbal and non verbal, all of which are institutionalized in the form of real activity programs through weekly meetings every Monday after the ceremony for 40 minutes and monthly meetings are held every the first day. Secondly, through off the job training by participating in employeeding education and training programs conducted exclusively outside the work hours.
 - f. Performance appraisal program through DP3 is conducted once a year every December based on discipline aspect, job quality, job quantity, attitude, initiative, cooperation, neatness, housekeeping, hospitality and courtesy and responsibility. Performance appraisal indicators in the form of worship and unity are not included in the SOP.
2. Islamic values on Shariah-based human resource management at Medan Haji General Hospital are as follows:
 - a. In the planning of human resources shortage of sub spesialist doctors and nurses, Medan Haji Hospital filed a request for energy to the government of North Sumatra Province. If in a very urgent time, the government of North Sumatra Province has not been able to fulfill it, then RSU Haji Medan made an HR planning program to hire honorary employees. This is in accordance with the principle of conformity with competence necessary.
 - b. The recruitment process both comes from civil servants and non civil servants must be Muslim. For female employees should be dressing politely. In the screening of prospective employees, Medan Haji General Hospital chose soul competence, because it is considered more emphasize Islamic values, such as honesty and trust, making easier one of the company's goal is to carry out Islamic da'wah in accordance with the principle of trust (QS al-Qasas [verse 26). While the şiddiq, amānah, faṭānah and tablīg provisions in recruiting employees are not mentioned in the SOP. The results of this study reinforce the theory of the principle of optimization and superiority in competence (Surat an-Naml [27] verse 40).
 - c. During the selection process, Medan Haji General Hospital asked about aspects of religiosity to the candidates, such as testing of reading Alqur'ān , al-Islam education test, sharia interview test and mental test. Shariah selection tool that can be used is sharia application analysis, written test of syariah insight and syariah interview and syariah recommendation. While the provisions of Alquwwah (strength), Aş-Şalāḥ (good and useful), Itqān (Stability or perfectness), Iḥsān (Doing best) and Mujahadah (hard and optimum work) and Tanafus and Ta'āwun (Competing and help-helping) in the selection of employees not mentioned in the SOP.
 - d. Placement of employees at RSU Haji Medan by considering the competence and performance are done carefully and full of calculations. This is in accordance with the principle of fairness in the MSDM that in putting a person into consideration is the performance and ability (an-Nisa '[4] verse 58). Education and training not only prioritize the potential and quality of employees, but Haji Medan General Hospital also provides moral and spiritual training, such as training of bathing the corpse, training nurses in kharimah morals, training them to cultivate greetings, basmalah and hamdalah when examining patients, courteous and rahmah (affection), trust, and honest in providing services to patients. Performance appraisal at RSU Haji Medan has fulfilled Islamic values with the justice principle in QS. an-Nisa '[4] of verse 58, which can take account concepts of accountability and responsibility in assessing employees and being fair (fair) in maintaining their employees.

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