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American Institute of Certified Public
Accountants (AICPA) Historical Collection

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Inside AICPA, February 8, 1993

American Institute of Certified Public Accountants (AICPA)

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February 8, 1993

Staff	Florence Napolitano	Customer Service	11th
Anniversaries	Franklyn Farier	Mail Services	5th
	Cecilia Robin	<i>Journal of Accountancy/</i>	
		<i>Tax Adviser - Advertising</i>	5th

Please Welcome Mary Mooney - Assistant Book Editor - Production & Editorial Services. Mary joins us from United Hospital Fund where she worked as an Editor.

WordPerfect Training Classes Due to the overwhelming response to the "Introduction to WordPerfect" training classes, we are limiting the classes to employees who are currently using, or will be using within the next month, Word Perfect applications. Please call Rufina Kaminski in Computer Services at x3369 for an enrollment form. The enrollment form must be signed by you and your supervisor.

Classes are being offered every Thursday (as needed) from 10 a.m. - 5 p.m. They will be held at Harborside in the Conference Room on the third floor (behind the receptionist).

Ela Work is reviewing the Washington office training requirements and will coordinate with Computer Services for in-house training.

Attendance PLEASE, PLEASE, PLEASE **HAND DELIVER** all attendance records for this week ending 2/13 to Human Resources before the close of business on Friday, February 12th.

Both Human Resources and Payroll thank you for your cooperation.

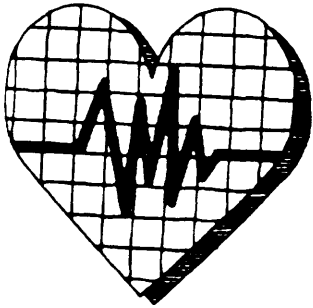
Harborside Employees

NEW YORK RESIDENTS ONLY!

Copies of forms **IT-112-R** (New York State Resident Tax Credit), **IT-201** (Resident Income Tax Return) and **IT-201-ATT** (Summary of Other Credits & Taxes) are available in the Payroll office. These forms are needed to file for a credit against your New York State taxes for the taxes withheld and paid to New Jersey. Please note that these forms will not be available until Monday **afternoon**, February 8.

Happy Valentines Day!

February is Heart Month!



"Most people control their own destiny when it comes to heart attacks." These are the words of researcher J.E. Manson, lead author of a *New England Journal of Medicine* report (May 21, 1992).

While people can't change their family histories, even those with parents who have heart disease can benefit from taking an aspirin every other day if their doctor approves them for the program.

The Harvard Health Letter (September 1992) has compiled this list of some of the lifestyle changes and the estimated risk reductions for heart attacks:

- Quit smoking: 50-70% lower risk within 5 years of cessation.
- Reduce serum cholesterol: 2-3% decline for each 1% reduction in total serum cholesterol. Levels drop an average of 10% with diet therapy and 20% with medication.
- Exercise: 45% lower risk for people who maintain an active lifestyle as compared with those who are sedentary.
- Maintain ideal weight: 35-55% lower risk for people with ideal weight compared with those who are 20% or more above it.
- Treat hypertension: 2-3% decline in risk for each 1 mm Hg reduction in diastolic (bottom number) pressure (average drop is 5-6 mm Hg with diet and drug therapy).

Maintaining normal blood sugar levels may lower risk for people with diabetes, but this has not been proved.

Targeting just one or two lifestyle changes could greatly decrease your risk of heart attack. Check the list carefully and see what you could do now to decrease your risk.

During Heart Month, make the decision to take heart-attack prevention seriously. The recommended lifestyle changes will make you look and feel better!