



MARCH NEWSLETTER



Can you believe it is already March? St. Patrick's Day, Easter and March Madness are just around the corner. As well, corporation tax returns are due on the 15th. We also need your individual documentation by April 1st to ensure we can file your return by April 15th.

Your Monthly Cybersecurity Tip

If you have been watching the news at any point recently you have likely heard about some sort of Cybersecurity issue. With this important topic in mind we offer you the following tips to protect your business and employees.

- Make passwords complex by using numbers, symbols and upper/lower case letters.
- Change your passwords regularly (45-90 days).
- No matter how convenient it may be, do not give out your user name or password to other employees.
- Do not open email attachments or links from strangers.
- Do not install or connect personal software without approval from your IT Department.
- Make electronic and physical backup copies of all important work.
- Report suspicious behavior and unusual problems to your IT Department.

Abuses of FMLA

There is finally some relief in sight for employers when it comes to employees abusing the Family Medical Leave Act (FMLA) guidelines. Employers can now demand medical certifications for all leaves of absence. It has also been confirmed that random breaks or late arrivals are not covered if they negatively impact an organizations productivity.

The FMLA is designed for employees to leave for doctors' appointments or to care for a sick relative. Unless complications arise, the common cold is not covered, however, having an illness checked out is covered.

Employers can run FMLA and employee sick leave time concurrently. This is up for the employer to determine, not the employee.

Ginny's Small Business Tax Tip

Be realistic on expenses. Remember, "pigs get fed, hogs get slaughtered." If you are concerned, ask. There are no stupid questions.



2016 Affordable Care Act News

With all the political "blubbering" out there I bet you forgot about Obamacare, right? Just kidding. However, here are a few important updates for you.

More employers are now subject to the Employer Mandate. Fines are rising for non-compliance and firms offering "unaffordable" insurance will be penalized.

Individuals without insurance will also be hit with a higher fine this year. This is not the only pocket book hit people will take. Income levels to qualify for healthcare premium credit are going up.

To control payroll processing costs we ask that you include a copy of your medical insurance payments each month. This will help us stay on top of it through the year when we go to process your year end reporting.