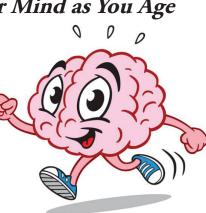
July 2013 **NEWS You Can Use**

Improve Your Mind as You Age

As we grow older, our mental abilities can be affected and slow down. Studies have shown that critical mental activities, such as memory, attention, perception, and problem solving can be lost as a person ages. Researchers at the University of Iowa



studied whether stimulating the brain of older people using a simple video game had any effect on cognitive ability.

The researchers used a video game that required players to quickly identify a type of vehicle and match it to a road sign on the screen. A player had to be successful at most attempts to be able to move up a level. With each successive level, there was greater mental speed and agility required from the player. Research subjects who played the game at least ten hours gained around three years of cognitive improvement when tested after one year. In fact, the more people played the game, the better their results were.

These results were compared to subjects who just did crossword puzzles. Even though there were some improvements in cognitive ability from doing the crossword puzzles, playing the vehicle road game had much better results. Researchers believe this is a result of needing to be nimble and able to process information quickly with the vehicle video game.

Research has proven that age-related cognitive decline is a serious and real concern. But the good news is that there are things you can do to help slow, stop, or even reverse this mental diminishment. Exposing yourself to new experiences, doing activities that require mental agility, and keeping active and engaged with those around you are key to keeping your brain as young as possible.

"Some people change their ways when they see the light, others when they feel the heat."

– Caroline Schoeder

Thoughts from Richard Steed

RECORDS MANAGEMENT

July is host to some of the hottest days of the year, yet stargazing on a clear night in late July I have often found myself reaching for that winter throw I thought I'd packed away for the season. It's funny how one month can hold such opposite extremes.

Kind of like the monthly releases of economic data. One group of economists interpret one benchmark statistic one way while another group interprets some other benchmark a completely different way. One camp has us on the brink of a housing boom and a year-long bull run on the stock market, while another camp has the dollar collapsing and suggests that we convert our cash holding to gold and silver.

Upon researching the analysts, we find that their educational pedigrees can be traced back through the world's finest educational institutions, and that even those of opposing camps often graduated from the very same schools.

Not being a well-trained economist myself, but feeling quite satisfied at having performed due diligence by way of the foregoing research, I broke out something I was well-trained in many moons ago: 4th grade math. That's right. I added together all the "Booming Market" predictions and then subtracted out all the "Doomsdayer" forecasts and the result was 0 (though the collective educational tuition of the 20 analysts studied came to \$3.2M).

So, 0. Good. That means everything's going to go on pretty much as it has been, which means I can get back to enjoying my July.

A dip in the lake will take the edge off a steamy day.

Mom's knitted throw will stave of the chill on a late stargazing night.

And both are better than a bank account.

Richard

What's Inside This Month? *Thoughts from Richard Steed Improve Your Mind as You Age Easy Ways to Renovate*

By the Numbers: Vacations

Getting the Most Out of Your Doctor Visit Your Legal Obligation to Shred July Offers!



Easy Ways to Renovate



Home remodeling can seem daunting, especially if you are not particularly handy. There are some easy ways to spruce up your living spaces without needing to call in a professional. Consider tackling these transformational projects to give your home a wonderful new look.

Get out that paintbrush

Painting is the number one way to update a room. Painting can be done by anyone and is a way to

inexpensively change the look and mood of a room. Now, how do you decide what color to choose? If you are stuck, you can use the virtual paint color selector at ColorJive.com. Simply upload a picture of your room and choose a color. ColorJive shows you how your room will look painted that color. Try as many colors as you'd like to get a perfect look.

Update your lighting

Changing or adding to the lighting in a room is an easy and inexpensive way to update the look of your home. Small accent lighting gets rid of dark corners and can spotlight those special décor pieces or paintings in your room. Adding lighting to a room also gives you the ability to turn on a few lights for a cozy mood or to light up the whole room for a bright boost.

Reuse what you have

You may think you need all new furniture to give your room a new look, but that is not usually your only option. You can purchase beautiful new slipcovers, throw rugs, bed coverings, or curtains to spruce up the look of a room. Painting or refinishing small accent pieces like side tables or dining room chairs can also give a room a fresh update.

Rearrange for a dramatic effect

If your room feels boring and stale, try rearranging your furniture. If possible, remove everything but the largest pieces of furniture. Experiment with new arrangements until you find a configuration that feels fresh and comfortable. Then slowly bring in the remaining small furniture and accent pieces, trying them in different places until you get the look you are aiming for. And don't forget that you can switch out furniture or accents from different areas of your home to give several living spaces a nice update.

July Holidays and Events

1 Canada Day 2 Made in the USA Day 3 Compliment Your Mirror Day 4 Independence Day 6 International Day of Cooperatives 7 Father-Daughter Take a Walk Together Day 7-13 National Farrier's Week 8 International Town Criers Day 10 Don't Step on a Bee Day 13 Gruntled Workers Day 14-20 Sports Cliché Week 15 Get Out of the Doghouse Day 18-25 Restless Leg Syndrome (RLS) Education and Awareness Week 20 National Woodie Wagon Day 20 Toss Away the "Could Have" and "Should Haves" Day 21 National Ice Cream Day 21-27 Captive Nations Week 22 Rat-Catchers Day 23 Gorgeous Grandma Day 24 Cousins Day 25 National Chili Dog Day 27 National Korean War Veterans Armistice Day

28 Parents Day

July is also . . .

Cell Phone Courtesy Month Disaster Education and Awareness Month Herbal/Prescription Interaction Awareness Month International Women with Alopecia International Zine Month National "Doghouse Repairs" Month National Blueberries Month National Grilling Month National Horseradish Month National Hot Dog Month National Ice Cream Month National Make a Difference to Children Month National Recreation and Parks Month Smart Irrigation Month Women's Motorcycle Month Worldwide Bereaved Parents Awareness Month

Quick Tips: Home Tip

Cleaning your outdoor grill can be a grueling job. Make it easier by using your oven. Place your grill rack into your oven and set it to the self-cleaning cycle. Once it is cool, remove it and brush it with a stiff wire brush to remove any loosened particles.

The material contained in this newsletter is for informational purposes only and is based upon sources believed to be reliable and authoritative; however, it has not been independently verified by us. This newsletter should not be construed as offering professional advice. For guidance on a specific matter, please consult a qualified professional.

By the Numbers: Vacations

- People traveling with children make up 30 percent of U.S. adult leisure travelers. Of those, seven percent are grandparents traveling with their grandchildren.
- Travelers from Canada and Mexico represent over 56 percent of all international visitors to the United States.
- Eighteen percent of U.S. adult leisure travelers usually take their pets with them when they travel.
- More people choose to travel by car than any other means of transportation. About 76 percent of leisure travel is by automobiles.
- People traveling alone with no companions make up about 11 percent of all U.S. adult leisure travelers.
- There are 60,000 people in the air over Canada & the US at any given time.

Source: The Travel Association

Have A Question For Us?

We love to hear from all our good friends and clients who enjoy reading our monthly newsletter. If you have a question

related to off-site document storage, shredding, media vaulting, or document imaging, please feel free to give us a call or send us an email.

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Do You Want To Win A \$25 VISA Gift Card?



Each month we'll give you a new challenge of some type. All those who reply with a correct answer are eligible to win. At the end of the month we'll draw a lucky name.

<u>Here is this month's challenge:</u> We are 5 tiny yet important items that you can conveniently find in a tennis court.

Last Month's Answer to: *I am a box with many keys but you don't need a key to open me.*

A PIANO Last month's Winner: LEO RONQUILLO HOSPICE OF SAN JOAQUIN

Email your answer to info@pacific-records.com

JULY SERVICE AWARDS Celebrating Pacific Employee Anniversaries 1 YEAR Matt Anderson

Bumper Sticker Humor

- No sense being pessimistic. It wouldn't work anyway.
- Hard work has a future payoff. Laziness pays off now.
- Anything you say will be misquoted, then used against you.
- Remember that half the people you know are below average.
- I intend to live forever. So far, so good.

"Write it on your heart that every day is the best day in the year." – Ralph Waldo Emerson



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Getting the Most Out of Your Doctor Visit

If you feel like your last doctor's visit went too quickly, you are not alone. Research shows that the average doctor visit lasts just about seven minutes, a marked decrease from years past. With such a short time to spend with your doctor, you may find that your needs are not being met and that you are left with unanswered questions. But you can develop some strategies to make sure you get the most out of your medical appointments.

First, be sure to know what is bothering you. Make a list of your symptoms and do some research on them before your appointment. Although there is a tendency to focus on the worst-case scenario, it is helpful to bring up all your concerns about your symptoms at your visit with your doctor. You should also make sure that your medical history is updated with your doctor's office. If there have been any changes since you were last seen, don't forget to mention them. Bring copies of any recent test results too.

Along with a list of your symptoms, you should think about any questions ahead of time. Doctors tend to ask, "Any questions?" at the end of the visit. If you haven't had all your questions answered, be sure to ask at this time. It is very frustrating to leave your appointment only to realize that you do indeed have several unanswered questions. Also be sure to ask your doctor what you should do if your symptoms worsen or change before your next scheduled visit.

Finally, commit to staying focused during your visit. Since you have a limited amount of time to spend with your doctor, don't use any of that time discussing things unrelated to your condition. It might be nice to talk about your recent vacation or how your kids are doing, but it can cut into valuable diagnostic time. If your life situation is contributing to your symptoms, by all means bring it up. But otherwise, you are better served with focusing on the issues at hand.

The Price of Fish

A couple of city slickers decide to go fishing for the first time. They rent all their gear: reels, rods, wading suits, a rowboat, a 4-wheel drive vehicle, and even a cabin in the woods.

The first day they head out fishing, but don't catch anything. This continues for the second and third day. Finally, on the fourth and last day, one of the men catches a single fish.

As they drive home, one of the men says, "Do you realize this lousy fish cost us over two thousand dollars?"

"Wow!" says the other guy. "It's a good thing we only caught one!"

Your Legal Obligation to Shred

There are many positive outcomes of the Information Age including accessibility to and the sharing of data – but the theft of personal and corporate data is a negative consequence that continues to be problematic for many organizations. Because businesses create and handle so much information, they've become prime targets for those hoping to gain access to confidential and sensitive information. Properly disposing of your data not only makes business sense but it also is a requirement according to several federal laws.

HIPAA

The Health Insurance Portability and Accountability Act (HIPAA) was enacted to prevent abuses of personal health information (PHI). This law not only applies to doctors and healthcare providers but also "business associates" who may handle identifiable health information. The Department of Health and Human Services Office for Civil Rights (OCR) is responsible for investigating violations and setting forth penalties for violations.

FACTA

The Fair and Accurate Credit Transaction Act (FACTA) is designed to reduce the risk of consumer fraud and identity theft of consumer information. The FACTA disposal rule specifically requires the destruction of all consumer information before disposal. This federal regulation applies to most businesses and individuals.

GLB

The Gramm-Leach-Bliley Act was enacted in 1999 to provide more secure handling of client records and information. Any company engaged in financial activities is required to properly dispose of sensitive information.

In addition to understanding which of these regulations may impact your business, it's also important to reference our state and local laws to make sure your organization complies.

NEWS You Can Use is a free monthly newsletter from your friends at Stockton (209) 320-7771 · Sacramento (916) 649-7360 · Fresno (559) 475-7892 Modesto (209) 343-4630 · Napa/Solano County (888) 893-6054

