



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

MS-O

Susan Limon, Treasurer
Tenet Healthcare Corporation Political
Action Committee
3820 State Street
Santa Barbara, CA 93105

NOV 18 2001

Identification Number: C00119354

Reference: Change in Filing Frequency

Dear Ms. Limon:

The Commission has received notification of your change from a monthly filer to a quarterly filer of receipts and disbursements. Note that during years which have no scheduled federal election, quarterly filers are required only to file semi-annually. Please be advised that under Section 104.5(c) of the Commission regulations, a committee may change its filing frequency no more than once per calendar year. A reporting schedule is provided below for the remaining 2001 calendar year.

Report Type	Coverage Dates	Reports Due For Filing
Year End Report	7/1/01-12/31/01	January 31, 2002

If the Commission can be of further assistance to you in this matter, please do not hesitate to write or call (202) 694-1130. Our toll-free number is (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division).

Sincerely,

Debbie Chacona

Debbie Chacona
Chief, Party/Non-Party Branch
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and any other financial activity. The document also highlights the need for regular reconciliation of accounts to identify any discrepancies early on.

In the second part, the author provides a detailed breakdown of the accounting cycle. It starts with identifying the accounting period and ends with the preparation of financial statements. Each step is explained in detail, including the necessary journal entries and the use of T-accounts to organize the data. The document also includes a sample journal entry and a T-account to illustrate the process.

The third part of the document focuses on the classification of accounts. It explains how to distinguish between assets, liabilities, and equity accounts, and how to further categorize them into current and non-current items. This section is particularly useful for students who are learning to analyze the balance sheet and understand the relationship between different types of accounts.

Finally, the document concludes with a summary of the key points discussed. It reiterates the importance of accuracy and consistency in accounting and encourages students to practice regularly to build their skills. The document also includes a list of references and a glossary of key terms.