

Having a baby or adopting a child



UPDATED 06-27-2022

Congratulations on your new family member! Your Albertsons Companies benefits have you covered with support through your pregnancy with options for time away from work to bond with your child.

Having a baby or adopting a child is a qualifying life event allowing you to make certain benefit changes that are consistent with the event. You have **60 days** from the date of birth or date the adoption of your child is finalized to enroll in or make changes to your benefits. Note that the date of the qualified event counts as the first day in determining the 60-day deadline.

Call the **Associate Experience Center at 888-255-2269, Option 2** or the **LifeWorks Benefits Service Center at 833-407-4282, Option 1** to report the event.

The online enrollment system will be updated so you can make certain benefit changes within 60 days of the event date that are consistent with event. Once you are logged into the network on the company portal page, click on **MyACI > MyHR > My Benefits**.

Download the [Dependent Verification Requirements](#) to learn about acceptable documents you can submit to verify dependent eligibility.

Supporting documentation to verify your dependent's eligibility and a cover page with your name, associate ID, last four digits of your SSN and daytime telephone number must be submitted within 60 days from the event date. Supporting documentation and a cover page can be:

- Uploaded to the online enrollment system; or
- Submitted via fax to 877-282-1999; or
- Mailed to:
Benefits Service Center
P.O. Box 534077
St. Petersburg, FL 33747-4077

If you miss the 60-day deadline to add your new dependent child to your benefits or to submit documentation verifying your dependent's eligibility, your child will not be covered on your Albertsons Companies plan(s). You will have to wait until the next annual Open Enrollment period to add your new dependent child to your coverage unless you have another qualifying life event during the year which allows you add your new dependent child to your coverage.

Benefit Plan	Allowable Changes
Medical, Dental or Vision	<p>Add coverage for your new dependent under your medical, dental and/or vision plans, change the plans in which you are enrolled and/or add any previously eligible but uncovered dependents to your plans.</p> <p>When adding new dependents to your coverage, you must provide supporting documentation such as a birth certificate or adoption papers in order to verify they are eligible for coverage under Albertsons plans.</p>
Health Savings Account (HSA)	<p>If you are enrolled in the HSA Plan or the Kaiser CA High Deductible HSA Plan and you are adding your new dependent child to your medical plan, review your HSA contribution amount to ensure you maximize your savings. You can change your HSA contribution amount at any time using the online enrollment system.</p>

Benefit Plan	Allowable Changes
<p>Health Care Flexible Spending Accounts (FSA)</p>	<p>If you are NOT enrolled in the HSA Plan or the Kaiser CA High Deductible HSA Plan, you may enroll or increase your contributions to a Health Care FSA which lets you save up to \$2,750 on a pre-tax basis in 2022 for qualified health care expenses.</p> <p>Access the online enrollment system or contact the Associate Experience Center at 888-255-2269, Option 2 or the LifeWorks Benefits Service Center at 833-407-4282, Option 1 within 60 days of the event date to enroll or increase your contribution amount. If you miss the deadline date, you'll have to wait until the next annual Open Enrollment period.</p>
<p>Dependent Day Care Flexible Spending Accounts (FSA)</p>	<p>You may enroll in or change your contributions to a Dependent Day Care FSA, which allows you to make pre-tax contributions up to \$5,000 per calendar year for dependent day care or elder care expenses.</p> <p>Access the online enrollment system or contact the Associate Experience Center at 888-255-2269, Option 2 or the LifeWorks Benefits Service Center at 833-407-4282, Option 1 within 60 days of the event date to enroll or change your contribution amount. If you miss the deadline date, you'll have to wait until the next annual Open Enrollment period.</p>
<p>Basic Life & AD&D Insurance</p>	<p>No changes are allowed. You can update your beneficiary designation(s) at any time throughout the year.</p>
<p>Supplemental Life Insurance</p>	<p>You: You may enroll in or increase your coverage amount up to plan limits, subject to evidence of insurability requirements. You can also decrease your coverage by any amount or drop coverage.</p> <p>Your spouse or domestic partner: If you are enrolled for coverage, you may enroll in or increase coverage for your spouse/domestic partner up to plan limits, subject to evidence of insurability requirements. You can also decrease coverage for your spouse/domestic partner or drop coverage.</p> <p>Your child: You may enroll your new child in supplemental child life insurance from \$5,000 to \$20,000 in \$5,000 increments. You must have supplemental life insurance for yourself in order to cover your new child.</p> <p>Access the online enrollment system or contact the Associate Experience Center at 888-255-2269, Option 2 or the LifeWorks Benefits Service Center at 833-407-4282, Option 1 within 60 days of the event date to enroll or change your contribution amount. If you miss the deadline date, you'll have to wait until the next annual Open Enrollment period.</p> <p>You can update your beneficiary designation(s) at any time throughout the year.</p>

Benefit Plan	Allowable Changes
<p>Supplemental AD&D Insurance</p>	<p>You may enroll in or change your coverage amount of supplemental AD&D insurance. You can also change your election between associate-only coverage and family coverage. If you select family coverage, family members are covered based on a percentage of your coverage.</p> <p>Access the online enrollment system or contact the Associate Experience Center at 888-255-2269, Option 2 or the LifeWorks Benefits Service Center at 833-407-4282, Option 1 within 60 days of the event date to change your coverage. If you miss the deadline date, you'll have to wait until the next annual Open Enrollment period.</p> <p>You can update your beneficiary designation(s) at any time throughout the year.</p>
<p>Short-term Disability</p>	<p>No changes are allowed.</p>
<p>Long-term Disability</p>	<p>No changes are allowed.</p>
<p>Aflac Voluntary Plans</p> <ul style="list-style-type: none"> • Critical Illness Insurance • Accident Insurance • Hospital Indemnity Insurance 	<p>You may enroll in or change your coverage amounts in the Aflac voluntary plans.</p> <p>Access the online enrollment system or contact the Associate Experience Center at 888-255-2269, Option 2 or the LifeWorks Benefits Service Center at 833-407-4282, Option 1 within 60 days of the event date to change your coverage. If you miss the deadline date, you'll have to wait until the next annual Open Enrollment period.</p>