

FAQs

Employee Questions

WHEN IS HILLMAN'S OPEN ENROLLMENT PERIOD?

October 22 – October 31 @ 5:00pm EST is the period you can enroll, drop, change or adjust your insurance elections with an effective date of January 1, 2026.

I AM NOT MAKING ANY PLAN CHANGES; DO I NEED TO PARTICIPATE IN OPEN ENROLLMENT?

Yes, your current elections will end December 31st and will not roll over into the next plan year.

I RECENTLY ELECTED INSURANCE AS A NEW HIRE, IS OPEN ENROLLMENT NECESSARY?

If your date of hire is before December 2nd of this year you will need to participate in open enrollment to have coverage in the 2026 plan year.

HOW DO I ENROLL IN INSURANCE?

To enroll navigate to the Benefits page in the Dayforce website or app and select the 2026 open enrollment. The mobile app may require swiping across the screen to view all available options.

WHAT IF I CANNOT ENROLL DUE TO TECHNICAL DIFFICULTIES, OR I AM LOCKED OUT OF DAYFORCE, OUT ON LEAVE, OR OUT OF THE COUNTRY DURING OPEN ENROLLMENT PERIOD?

Any technical issues that prevent you from submitting an enrollment in a timely manner must be documented with screen shots and a detailed email sent to benefits@hillmangroup.com before the enrollment deadline. Employee on leave are still required to complete the enrollment and will receive communications from the Benefits Dept. to remind them to enroll. Employees outside of the country are responsible to make arrangements to complete their enrollment within the open enrollment period.

CAN I ADD MY SPOUSE OR DEPENDENT TO MY INSURANCE?

DEPENDENTS under the age of 26 can be enrolled in your insurance plans with the verification of dependency. Verification is a document showing proof of dependency (i.e.: birth certificate, adoption record, or first page of 2024 tax return with financial info blacked out).

SPOUSES can be enrolled if they do not have access to an employer sponsored medical plan or if they are required to pay more than 50% of the total plan premium for their employee-only medical coverage, verified with a spousal eligibility form. In addition, verification of spousal relationship is required (i.e.: Marriage certificate or first page of 2024 joint tax return with financial info blacked out).

WHAT IS THE SPOUSAL ELIGIBILITY FORM AND WHERE DO I GET THE FORM?

The Spousal Eligibility form is used to verify your spouse's medical insurance eligibility with their employer, or as an attestation for spouses without employment. Spousal forms are available in the benefits showcase or from HR at your site.

Forms are due no later than end of day Nov. 10th.