



Find it
all here

**Quick
reference
card**



simply remember...

if it's benefits related, all you need is
one website – one phone number

One number 1-800-890-4100

The phone number to the BP Benefits Center is all you need to connect to BP benefit administrators.

Call 1-800-890-4100, listen to the welcome message and enter your Social Security Number (SSN) and password. If you can't remember your password, follow the phone prompts to request a new one.

For information about...	Simply say...	To connect to...
Medical	"Medical"	Medical administrator (e.g., Aetna or an HMO)
Advocacy	"BP Advocacy services"	BP Benefits Center
Prescription drugs	"Prescription drug"	Prescription drug administrator (e.g., Aetna or Express Scripts)
Dental	"Dental"	MetLife Dental or CIGNA Dental HMO
Vision	"Vision"	VSP
Flexible spending accounts	"Flexible spending accounts"	Aetna
Behavioral health services (for the PPO and OOA medical options)	"Behavioral health"	Aetna
StayWell	"Wellness programs at StayWell"	StayWell
Other health plan questions	"BP Benefits Center"	BP Benefits Center
Protection insurance	<ul style="list-style-type: none"> "Disability" "Long-term care" "Life insurance" 	<ul style="list-style-type: none"> CIGNA John Hancock MetLife or other benefit administrators
Pension and savings	"Pension and savings"	Fidelity
Work life and employee assistance	"BP care"	APS
Ayco financial and health care education	"Ayco Answerline"	Ayco Company, L.P., a Goldman Sachs Company

To connect to a live person at the BP Benefits Center, simply say "representative" any time after you enter your SSN.

Don't like the interactive voice response system? Simply contact the benefit administrators directly.

Outside the U.S. call:

BP Benefits Center	1-800-890-4100	1-847-883-0469
Aetna	1-866-436-2606	Dial the AT&T access number of the country you're in. When prompted, dial 1-866-436-2606
Express Scripts – Rx	1-800-216-6506	—
MetLife – dental	1-800-451-3258	1-315-738-3596
VSP – vision	1-800-877-7195	1-916-635-7373
StayWell – wellness	1-888-343-9862	—
CIGNA Group Insurance – LTD	1-800-362-4462	—
John Hancock – Long-term care	1-800-793-3694	1-617-572-7551
MetLife – group universal life	1-800-438-6388	1-918-252-8616
BP Retirement Services at Fidelity	1-877-272-3334	Call collect at 1-508-787-9902
BP Care – employee assistance program	1-800-409-3687	—
Ayco Answerline® service – financial and health care education	1-888-434-3264	1-518-464-2494

HMOs and DHMOs – see the Contacts tab on the LifeBenefits website.

Expats – connect to CIGNA International via the BP Benefits Center.

One website bp.com/lifebenefits

The **LifeBenefits** website provides detailed benefits information and links to BP administrator websites.

Use the **quick links** to access key websites:

- **BP Care** – apsworklife.com*
(use “BP” as your user ID and “employee” as the password)
- **BP Benefits Center** – resources.hewitt.com/bpbenefits*
- **Aetna Navigator** – aetna.com*
- **Aetna DocFind** – aetna.com/docfind/custom/bp
- **Express Scripts** – express-scripts.com*
- **MetLife Dental** – mybenefits.metlife.com
- **VSP** – vsp.com*
- **John Hancock** – bp.jhancock.com
(use “BP” as your user ID and “mybenefit” as the password)
- **MetLife GUL** – mybenefits.metlife.com
(use “BP” as your company name)
- **BP Retirement Services at Fidelity** – netbenefits.fidelity.com*
- **Ayco Financial Planning** – aycofn.com/bp.afn*

*Secure site that requires you to establish a unique user ID and/or a PIN/password when you log on.

The screenshot shows the bp.com/lifebenefits website. At the top, there is a navigation bar with tabs for 'Employee benefits handbook', 'Wellness', 'Policies and programs', 'Life events', 'New hires', 'Calendar', 'Contacts', 'Forms', and 'News'. A search bar is located on the right side of the navigation bar. Below the navigation bar, the main content area is divided into several sections. On the left, there is a 'Quick links' section with a list of links to various services. In the center, there is a 'Reference' section with a list of links to various resources. On the right, there is a 'News' section with a list of links to various news items. Callouts point to the 'Tabs' at the top, the 'Reference' section, the 'Quick links' section, and the 'News' section.

Use the **reference section** and the **tabs** at the top to connect to detailed information about your benefits:

- **Employee benefits handbook** – provides summaries of the BP benefit plans
- **Wellness programs** – describes BP’s wellness initiative and programs offered through StayWell® Health Management
- **Policies and programs** – explains U.S. BP benefit-related policies and programs
- **Life events** – describes life events that impact your benefits or require you to make coverage changes
- **New hires** – highlights useful information for those new to BP
- **Retiring from BP** – provides information about how to plan for retirement and manage your benefits when you leave the Company
- **Contacts** – includes resources to contact for information on benefits, services, policies and programs
- **News** – features newsletters, important calendar events and announcements
- **Calendar** – shows important dates and events
- **Forms** – contains claim forms and forms needed to enroll or change personal information or coverage

Use the **news section** to link to the *Benefiting You* newsletter and other timely information.