

STATE OF MINNESOTA EMPLOYEE BENEFITS

Leaves of Absence and DCEA Summer Changes

OUT ON A LEAVE OF ABSENCE? WHAT YOU NEED TO KNOW

Going on unpaid leave of absence will close your pre-tax accounts (MDEA, DCEA, PKEA, BVEA) as of your last day of work. You can continue your MDEA on billing while on unpaid leave, but you must request this option. (DCEA, PKEA and BVEA may not be continued while on unpaid leave).

TO CONTINUE THE MDEA COVERAGE:

- Submit the *Continuation of Coverage* form for MDEA to SEGIP within 60 days of the start of the unpaid leave. This form is found in your leave of absence packet. You will receive an invoice.
- Your MDEA account and Beniversal Card will remain closed until you have paid the monthly contributions as stated on the invoice.



WHEN YOU RETURN TO WORK:

- You will need to request that your pre-tax accounts be reactivated.
- The *Enroll/Change Form* must be returned to SEGIP within 30 days from your return-to-work date to reinstate the account(s) and the Beniversal Card. Find this form at benefitresource.com/state-of-minnesota



QUESTIONS ABOUT HOW PRE-TAX ACCOUNTS WORK WITH LEAVES OF ABSENCE?

Contact SEGIP at 651-355-0100.

DEPENDENT CARE EXPENSE ACCOUNT (DCEA) – SUMMER CHANGES

Summer can bring changes to your childcare needs. Some events may allow you to update your DCEA election during the plan year. The start of summer day care, summer day camp, or pre-school may qualify you to increase your DCEA election. A decrease may be allowed when the school year starts, and dependent care expenses are lower.

THINGS TO REMEMBER:

- Election changes must be made within 30 days of the qualifying event.
 - For example, the day your child starts day care is the qualifying event date.
- Increases to an election amount can only be used for expenses going forward. Retroactive changes are not allowed.
- Claims can be submitted after the services have been completed and paid for.
- Submit claims throughout the year. Waiting until the end of the year increases the risk of losing unused funds.



To request a change, send the completed 2026 MDEA/DCEA Enrollment & Change Form to segip.mmb@state.mn.us. The form is available on the BRI landing page.

For more information, see the 2026 Plan Year Summary on the BRI landing page at benefitresource.com/state-of-minnesota