

WAC 296-17A-6303 Classification 6303.

6303-00 Sales personnel with outside duties, messengers, N.O.C.

Applies to:

Workers whose job duties and work environment meet all the conditions of the general reporting rules covering outside sales personnel, and who are not covered by another classification (N.O.C.) assigned to the employer's account.

Sales personnel work activities are limited to duties such as:

- Activities allowed by WAC 296-17A-4904 (office workers);
- Completing correspondence;
- Estimating (nonconstruction) or appraising;
- Performing public relations duties for employers' business;
- Placing orders;
- Servicing existing accounts;
- Showing, selling, and explaining products or services in a showroom or other location away from employer's premises;
- Soliciting new customers by telephone or in person;
- Traveling to or from meeting or training locations.

Messengers work activities are limited to duties such as:

- Activities allowed by WAC 296-17A-4904 (office workers);
- Delivering interoffice mail;
- Making deposits;
- Similar duties that are exclusively for the administration of the employer's business.

Special notes: Hands on training outside of a classroom setting must be reported in the applicable basic classification. For example, a karate instructor is reported in classification 6204, not 6303.

Classification 6303 is a standard exception classification as described in WAC 296-17-31018 Exception classifications. If any of a worker's duties are excluded from 6303 because of restrictions described in this rule, then none of the worker's hours may be reported in classification 6303.

Care must be taken to:

- Look beyond job titles such as salesperson or messenger. Job titles do not ensure the work satisfies the restrictions for classification 6303.
- Ensure standard exceptions are permitted. Some basic classifications include sales work.

Exclusions:

- Workers that deliver products or merchandise or stock shelves are classified as applicable.
- Workers that demonstrate or deliver machinery or equipment are classified as applicable.
- Workers that drive for a service that transports or chauffeurs others are classified as applicable.
- Specialty services merchandising products in stores are classified in 0607-19.
- Collection agencies or public relations agencies are classified in 5301.
- Sales personnel engaged in home or door-to-door sales are classified in 6309.
- Retail product demonstrators are reported as required by WAC 296-17-31018(3) and 296-17A-6406.

- Businesses engaged in providing inspection and valuations exclusively for insurance companies are classified in 4903.
- Businesses engaged in process serving and legal messenger services are classified in 6601.
- Messenger services who are classified in 1101.
- Directly supervising workers who perform activities or have exposures excluded from classification 6303.

6303-03 Insurance sales personnel and claims adjusters

Applies to:

Insurance sales personnel and claims adjusters with outside duties.

Work activities are limited to duties such as:

- Activities allowed by WAC 296-17A-4904 (office workers);
- Estimating (nonconstruction) or appraising;
- Going to the scene of an accident or catastrophe to assess damage;
- Selling insurance policies at their place of business or at the client's home, or other location.

Special notes: Individuals performing duties as an agent, broker, or solicitor (and who hold a license as issued by the office of the insurance commissioner) are exempt from coverage as specified in RCW 51.12.020 and 48.17.010. To elect coverage these individuals must submit a completed elective coverage form to the department.

Classification 6303 is a standard exception classification as described in WAC 296-17-31018 Exception classifications. If any of a worker's duties are excluded from 6303 because of restrictions described in this rule, then none of the worker's hours may be reported in classification 6303.

Care must be taken to:

- Look beyond job titles such as salesperson. Job titles do not ensure the work satisfies the restrictions for classification 6303.
- Ensure standard exceptions are permitted. Some basic classifications include sales work.

Exclusions:

- Businesses providing inspections and valuations exclusively for insurance companies are classified in 4903.
- Construction estimators are reported as required by WAC 296-17-31018(3) and 296-17A-4911.
- Directly supervising workers who perform activities or have exposures excluded from classification 6303.

6303-21 Home health care services: Social workers and dietitians

Applies to:

Social workers and dietitians, also called nutritionists, employed by home health care services. These businesses provide care for the elderly, people living with disabilities, or individuals who need the continuous care and supervision that hospitals and nursing facilities provide.

Work activities are limited to duties such as:

- Activities allowed by WAC 296-17A-4904 (office workers);
- Assesses the patient's current nutritional status, including current food intake, medical background, family history, currently prescribed medications, and social and psychological needs, then de-

velops a food plan to meet the patient's needs. Workers subject to this classification do no cooking;

- Providing counseling or verbal direction;
- Teaching the elderly or physically or developmentally disabled individuals in their own home to manage daily living skills such as caring for themselves, laundry, dressing, cooking, shopping, using public transportation, budget, finances, access recreational or social activities, and going to the doctor.

Special notes: Classification 6303 is a standard exception classification as described in WAC 296-17-31018 Exception classifications. If any of a worker's duties are excluded from 6303 because of restrictions described in this rule, then none of the worker's hours may be reported in classification 6303.

Care must be taken to look beyond job titles such as social worker. Job titles do not ensure the work satisfies the restrictions for classification 6303;

This is a restrictive classification; the qualifying factor is that all the conditions of the general reporting rules covering standard exception employees have been met. **This classification is not to be assigned to any account that does not also have classification 6110 and/or 6511.**

Exclusions:

- Direct care of clients, such as: Cooking, cleaning, transporting, and physically assisting clients, is classified in the applicable classification.
- Workers that demonstrate or deliver machinery or equipment are classified in the applicable classification.
- Nursing and home health care services are classified in 6110.
- Therapy services are classified in 6109 or 6110, as applicable.
- Domestic servants or workers are classified in 6510.
- Home care services provided through the consumer directed employer program are classified in 6512.
- Chore workers are classified in 6511.
- Directly supervising workers who perform activities or have exposures excluded from classification 6303.

[Statutory Authority: RCW 51.04.020 and 51.16.035. WSR 22-21-117, § 296-17A-6303, filed 10/18/22, effective 1/1/23; WSR 19-11-109, § 296-17A-6303, filed 5/21/19, effective 7/1/19; WSR 16-14-085, § 296-17A-6303, filed 7/5/16, effective 1/1/17; WSR 15-11-063, § 296-17A-6303, filed 5/19/15, effective 7/1/15; WSR 14-17-085, § 296-17A-6303, filed 8/19/14, effective 9/19/14; WSR 13-08-063, § 296-17A-6303, filed 4/1/13, effective 1/1/14. Statutory Authority: RCW 51.04.020, 51.16.035, and 51.16.100. WSR 12-11-109, § 296-17A-6303, filed 5/22/12, effective 7/1/12. Statutory Authority: RCW 51.16.035, 51.16.100, 51.04.020(1). WSR 10-18-024, § 296-17A-6303, filed 8/24/10, effective 10/1/10. Statutory Authority: RCW 51.16.035, 51.16.100, and Title 51 RCW. WSR 09-20-039, § 296-17A-6303, filed 9/30/09, effective 1/1/10. WSR 07-01-014, recodified as § 296-17A-6303, filed 12/8/06, effective 12/8/06. Statutory Authority: RCW 51.16.035, 51.16.100. WSR 05-23-161, § 296-17-698, filed 11/22/05, effective 1/1/06. Statutory Authority: RCW 51.04.020, 51.16.035, and 51.12.120. WSR 03-23-025, § 296-17-698, filed 11/12/03, effective 1/1/04. Statutory Authority: RCW 51.16.035. WSR 99-18-068, § 296-17-698, filed 8/31/99, effective 10/1/99; WSR 98-18-042, § 296-17-698, filed 8/28/98, effective 10/1/98; WSR 85-24-032 (Order 85-33), § 296-17-698, filed 11/27/85,

effective 1/1/86; WSR 85-06-026 (Order 85-7), § 296-17-698, filed 2/28/85, effective 4/1/85; WSR 83-24-017 (Order 83-36), § 296-17-698, filed 11/30/83, effective 1/1/84. Statutory Authority: RCW 51.04.030 and 51.16.035. WSR 79-12-086 (Order 79-18), § 296-17-698, filed 11/30/79, effective 1/1/80; Order 76-36, § 296-17-698, filed 11/30/76; Order 73-22, § 296-17-698, filed 11/9/73, effective 1/1/74.]