

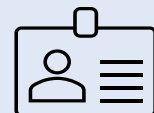
Oregon Psilocybin Services

How to become a licensed psilocybin service center in Oregon

In November 2020, Oregonians passed The Oregon Psilocybin Services Act (M109), which is now codified into Oregon law in [ORS 475A](#). This statute establishes a licensing and regulatory framework for psilocybin services in Oregon. Before taking steps to become licensed, please go to the: “[Training Video on ORS 475A: What is the Oregon Psilocybin Services Act?](#)” and “[What are Psilocybin Services?](#)” to learn more.

Under ORS 475A, psilocybin may only be consumed by a client at a licensed service center. Licensed service centers may be of any size, as long as they meet all requirements set in [statute](#) and [administrative rules](#). Service centers may have multiple administration areas, including outdoor administration areas, if they have clearly defined boundaries and are free from hazards. Service centers must have at least one client restroom available in the licensed premises. For a full list of requirements please refer to the [administrative rules](#).

General Service Center License Requirements:



- 1) Must be 21 years of age or older.
- 2) Must acquire a Land Use Compatibility Statement (LUCS) form, signed by local city or county, which demonstrates that the proposed use of the property is consistent with local land use and zoning codes.
- 3) The service center must be located at least 1000 feet from a school.
- 4) Prepare a Premises Plan, which must be submitted as part of the application process.
- 5) Must pass a criminal background check.
- 6) Must pass a site inspection as part of the license application process.

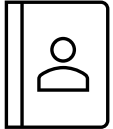
Steps to Become a Licensed Service Center

1. **Review and understand statutory ([ORS 475A](#)) and administrative rule ([OAR, Chapter 333-333](#)) requirements** related to a service center license.
2. **Complete a LUCS form.** Before submitting an application, you will need to work with your local city or county jurisdiction to complete an [OPS Land Use Compatibility Statement \(LUCS\) form](#) which identifies an applicant name listed on the license application and demonstrates that the proposed property is in compliance with local land use and zoning requirements. Your local jurisdiction will need to review and approve the LUCS. Once you make the request, your local jurisdiction is required to respond within 21 days.
3. **Complete a scaled floorplan and premises plan.** As part of the license application process, you will need to submit a scaled floorplan of the proposed licensed premises identifying all limited access areas and client administration areas, among other details described in administrative rules. Please see the [OPS General Premises Plan Checklist](#) and also the [OPS Service Center Premises Plan Checklist](#).
4. **Verify that your proposed location is at least 1,000 feet from a school** unless your proposed location is at least 500 feet from a school and there is a physical barrier (such as a highway) or geographic barrier (such as a river) that would prevent children from traversing between the school and the licensed premises. The [Psilocybin School Exclusion Map](#) was developed by OPS to support applicants. The mapping tool is being updated regularly but may contain inaccuracies. Please do not rely solely on this tool for determining school proximity. To learn more about the barrier exception process, please refer to the [School Exclusion Exception Request process](#) and [School Exclusion Exception Request Form](#).
5. **Prepare materials for the application process.** You will need to provide proof of being 21 years of age or older. If the applicant is a legal entity, please see the [Legal Entity Applicant Information Form Instructions](#). You will need to submit a Social Equity Plan. Please refer to the [OPS Social Equity Plan Resources](#) for resources that can support applicants in meeting this requirement. You will also need to submit a Service Center Emergency Plan.

6. **Begin your license application process with OPS.** To begin an online application, account registration is required. Go to the OPS Training Program, Licensing, and Compliance (TLC) platform at: <https://psilocybin.oregon.gov> to access TLC and create an account. For TLC tips or to troubleshoot TLC issues, please view [the OPS TLC Login and TLC Messages Guidance Document](#). If you are unable to complete the application online using the TLC platform and would like OPS to mail a paper application to you, please contact the OPS Licensing Program at 971-673-0304 or email licensing.psilocybin@oha.oregon.gov.
7. **Complete the criminal background check process.** Once you have submitted a license application to OPS, you will be sent more information about how to complete the required background check. To prepare, please see this handout on the [OPS Background Check Process](#).
8. **Pay a \$500 application fee.** OPS will review your application as quickly as possible after the payment has cleared. You will want to monitor your email inbox for messages about next steps. OPS staff will need to visit your proposed location and perform a site inspection to ensure your premises is compliant with statute and rule requirements. To prepare, please see the [Inspection Orientation for Service Center License Applicants](#) to ensure that you are prepared for the site inspection.
9. **Pay the annual license fee of \$10,000.** If you are approved for licensure, you will be required to pay an annual license fee of \$10,000. Individual applicants who are veterans, receiving Supplemental Security Income, receiving food stamp benefits, or are enrolled in the Oregon Health Plan may qualify for a reduced annual license fee of \$5,000. If applicants are part of a legal entity or there are more than one individual applicants, they may be eligible for a reduced license fee if every individual applicant within the entity meets requirements for reduced fees in [OAR 333-333-4060](#). More information can be found in administrative rules.

How People Access Psilocybin Services in Oregon

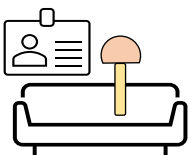
Individuals are able to access psilocybin services for any reason. A prescription or referral from a medical or clinical provider is not required. Clients must be 21 years of age or older and participate in at least one preparation session with a licensed facilitator before they consume psilocybin during an administration session at a licensed service center.



- 1) **Schedule a Session:** A person interested in accessing psilocybin services will contact licensed service centers for information about psilocybin services. Once they find a service center that fits their needs, the potential client will schedule a preparation session with a licensed facilitator associated with the licensed service center they choose to work with. The [OPS Licensee Directory](#) includes contact information for service centers that have consented to being listed. Potential clients may also verify if a service center has a valid license by using the [Search for License or Permit Status tool](#).



- 2) **Preparation Session:** The client meets with a [licensed facilitator](#) for a preparation session and completes [required forms](#) (including: client information, bill of rights, informed consent, safety and support plan, transportation plan, and accessibility). A licensed facilitator determines whether they can provide services to the client, and the client determines whether they want to move forward with an administration session.



- 3) **Administration Session:** The administration session takes place at a [licensed service center](#). The client buys psilocybin products from a licensed service center and consumes psilocybin at the beginning of their administration session. The client remains at the service center with the licensed facilitator until they are ready to be released from the session. For group administration sessions, a minimal client-facilitator ratio is required. Within 72 hours after the session, the licensed facilitator contacts the client to check on them. An optional integration session is offered.



- 4) **Integration Session:** If the client chooses to take part in an optional integration session, they may review their safety and support plan or request referrals for community resources, peer support networks, and other resources at that time.

How do psilocybin products get to a service center?

1) Psilocybin products are cultivated, produced, and/or processed by a [licensed manufacturer](#) and tracked in a product tracking system.

2) Psilocybin products are tested by a [licensed laboratory](#) that is accredited by the Oregon Environmental Laboratory Accreditation Program (ORELAP). Test results are entered into the product tracking system.

3) Psilocybin products are sold or transferred from a licensed manufacturer to a [licensed service center](#) and tracked in the product tracking system.



Safety and Compliance

While [administrative rules](#) provide an important framework for client safety, the facilitator-client relationship and service center operating guidelines will ultimately be the most important factor in ensuring safe and effective psilocybin experiences.

OPS will investigate complaints, incidents, or concerns related to safety issues or statute and rule violations that occur on licensed premises and during the provision of psilocybin services. Once we receive a complaint, OPS will determine if there are potential violations of ORS 475A or OAR 333-333 and whether the Oregon Health Authority is the agency with jurisdiction to take further action. Oregon Psilocybin Services will only investigate violations of ORS 475A or ORS 333-333. Complaints related to criminal activity are a matter for law enforcement. Complaints are subject to public disclosure under Oregon's Public Records Law. If a complainant is concerned about their privacy or safety, OPS will make effort to keep their identity confidential to the extent permitted by law.

The Oregon Psilocybin Services team is committed to providing education and technical assistance to our regulated community. If you have any questions about the licensing process, please contact: Licensing.Psilocybin@oha.oregon.gov

For other inquiries about Oregon Psilocybin Services, please contact:

OHA.Psilocybin@oha.oregon.gov