



July 10, 2024

Dear Service Centers:

Senate Bill 303 (SB 303) was adopted by the Oregon Legislature in 2023 and is now codified in [ORS 475A.372](#) and [ORS 475A.374](#). Beginning January 1, 2025, licensed service centers will be required to collect and compile certain client level data and compile and compute certain service center level data. Service centers will submit aggregated data to Oregon Psilocybin Services (OPS) on a quarterly basis.

Service centers must submit the data required in statute and rule. Not doing so is a violation of ORS 475A and OAR 333-333. OPS recommends that service centers begin to develop systems for collecting, compiling, and computing the required data, so that you are prepared to meet SB 303 requirements when they become effective.

303 Client Data

Service centers will be required to collect information from all clients using an OPS Client Data Form. This form will be discussed in a Rules Advisory Committee meeting this August and will be finalized before the end of the year. Although the form itself will not be contained in rule, administrative rules will require use of this form. The form will collect client level data using Race, Ethnicity, and Language, Disability, Sexual Orientation, and Gender Identity ([REALD-SOGI](#)) questions. As required by statute, the following data will be collected from clients using the OPS Client Data Form:

- Racial identities
- Ethnic identities
- Preferred spoken and written languages
- Disability status
- Sexual orientation
- Gender identity
- Annual income
- Age
- County of Residence
- Reasons for which client requests psilocybin services

Service centers will be required to store the completed form in each client file. Clients may choose to have their data excluded from reporting to OHA. Service centers will need to compile all data provided by clients (excluding those who have chosen not to have their data reported) and report this compiled client data at the end of each quarter.

303 Service Center Data

Service centers are also required to compile, compute, and report the following service center level data on a quarterly basis:

- Number of total clients served
- Number of individual administration sessions provided
- Number of group administration sessions provided
- Number of individuals to whom the psilocybin service center denied psilocybin services and the reasons for which psilocybin services were denied
- Number and severity of adverse behavioral reactions
- Number and severity of adverse medical reactions
- Average number of times per client that psilocybin services were received
- Average number of clients participating in each group administration session
- Average dose of psilocybin per client per administration session

Service centers must develop their own systems for tracking, compiling, and computing this required 303 service center data. To do this, service centers will need to begin planning and preparing for this requirement before January 1, 2025.

An updated Adverse Reaction form will be finalized and posted online by the end of the year. Service centers will be required to use this form to document all adverse medical, adverse behavioral, severe adverse medical, and severe adverse behavioral reactions. Please see [OAR 333-333-1010](#) for definitions of adverse reactions.

303 Data Reporting

Only individuals who are service center licensees or license representatives may submit 303 data in the Training program, Licensing and Compliance (TLC) system. It is important to submit accurate data when reporting. Submitting false data may be considered a false statement under [OAR 333-333-6040](#).

All client and service center data must be reported in TLC within a 15-day reporting window following the completion of each quarter and must be submitted by the quarterly deadline each year, beginning in 2025:

- April 1 – April 15
- July 1 – July 15
- September 1 – September 15
- January 1 – January 15

SB303 was passed without additional resources for implementation, therefore, OPS has limited capacity to provide technical support. OPS will be unable to provide assistance to service centers on the development of systems for tracking, compiling, and computing this required 303 service center data.

In the Months Ahead...

OPS will convene a Rules Advisory Committee (RAC) focused on rules related to implementation of SB 303. Meeting information including dates, meeting materials, and Zoom links will be posted on the [OPS Administrative Rules page](#). Please remember these meetings are for RAC member discussion and will not include public comment. All RAC meetings are recorded, and recordings will be posted online.

Proposed rules will then be published for public comment by October 1, 2024. OHA will accept written public comment between October 1 – October 22, 2024, and will host virtual public hearings during the public comment period. We encourage service centers to participate in the public comment period to share feedback on administrative rules.

Service centers can expect to receive updates in the weeks leading up to January 1, 2025. These updates will include: sharing final administrative rules once adopted; sharing the OPS Client Data Form and the updated Adverse Reaction Form once finalized and published; and providing information on reporting data into the SB 303 Data Reporting Portal and designating licensee representatives to access the portal.

As a reminder, separate from SB 303 data collection, if a licensed service center chooses to voluntarily report data to a third party, they must first receive client consent prior or during a preparation session by using the [Notice and Opt-Out of Disclosure of De-identified Data](#) and [Authorization to Disclose Personal Identifiable Information](#) forms in accordance with current administrative rules on client confidentiality ([333-333-4810](tel:333-333-4810)).

OPS continues to prioritize data privacy and security. OPS will follow data standards set by the Oregon Health Authority, including de-identification standards, before publishing SB 303 data on the OPS Data Dashboard. OPS plans to begin publishing SB 303 data on the [OPS Data Dashboard](#) beginning after the first quarter of 2025.

The passage of SB 303 creates requirements for service centers and for OPS. We are currently working to develop the 303 Data Reporting Portal to ensure a consistent process for reporting the required client and service center data. We are also preparing to address specific requirements related to SB 303 data collection and reporting in 2024 rulemaking. We thank you for your engagement, your preparation, and understanding as we navigate these requirements together.

Sincerely,

The Oregon Psilocybin Services Section

www.oregon.gov/psilocybin