

Staff scheduling and task management

Automates weekly staff scheduling based on sales forecasts, compliance requirements, and employee availability while assigning daily tasks and tracking completion. Ensures proper staffing levels for peak hours and regulatory compliance coverage.

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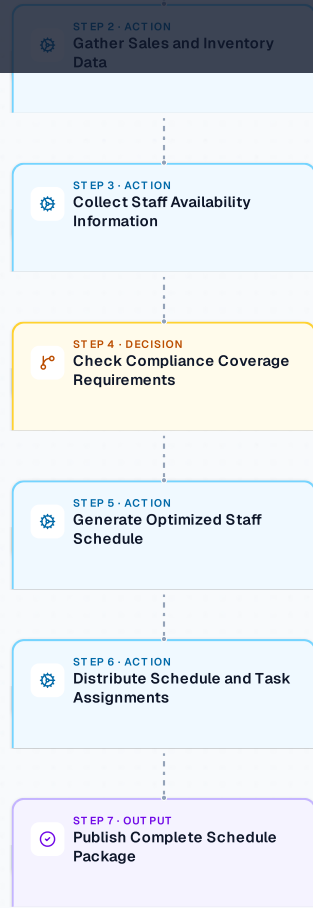
WORKFLOW TRIGGER

Weekly schedule generation period begins (every Sunday at 6 PM)

Visual Flow

Each node represents an automated step. Connections show how data and decisions move through the workflow.





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Step-by-Step Breakdown

Detailed explanation of each automated stage in the workflow.

1

⚡ TRIGGER

Initiate Weekly Schedule Generation

Weekly scheduling cycle begins automatically every Sunday evening. Triggers the collection of data needed for optimal staff scheduling for the

2

 ACTION

Gather Sales and Inventory Data

Pulls historical sales data, current inventory levels, and upcoming product deliveries from the dispensary management system. Analyzes patterns to predict staffing needs for different shifts.

Flowhub

Treez

3

 ACTION

Collect Staff Availability Information

Retrieves employee availability, time-off requests, certification expiration dates, and compliance training status. Ensures only qualified staff are scheduled for regulated tasks.

BambooHR

Flowhub

4

 DECISION

Check Compliance Coverage Requirements

Evaluates if the proposed schedule meets state regulations for certified staff coverage during all operating hours. Branches workflow based on compliance status.

BioTrackT HC

Leaf Data Systems

5

 ACTION

Generate Optimized Staff Schedule

AI Business OS

Creates weekly schedule balancing sales forecasts, compliance requirements, and staff preferences. Assigns specific tasks like inventory counts, compliance reporting, and customer service shifts.

Deputy

Flowhub

6

 ACTION

Distribute Schedule and Task Assignments

Automatically sends schedule notifications to all staff via SMS and email with their specific shifts and assigned tasks. Updates the dispensary management system with scheduling data.

Twilio

Slack

Treez

7

 OUTPUT

Publish Complete Schedule Package

Finalizes and publishes the weekly schedule with compliance coverage confirmation, task assignments, and backup staff notifications. Creates reporting dashboard for management review.

Flowhub

Google Sheets



Outputs

- Weekly staff schedule with compliance coverage

- Individual task assignments for each employee

AI Business OS



Key Metrics

- Schedule adherence rate
- Compliance coverage percentage
- Staff satisfaction score with scheduling



Tools & Integrations

- n8n
- Flowhub
- Treez
- BioTrackTHC
- Leaf Data Systems
- BambooHR
- Deputy
- Twilio
- Slack
- Google Sheets

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