

Staff scheduling and ratio compliance monitoring

This workflow automatically monitors staff-to-child ratios in real-time, sends alerts for compliance violations, and adjusts schedules to maintain regulatory requirements. It ensures daycare facilities meet licensing standards while optimizing staff deployment.

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WORKFLOW TRIGGER

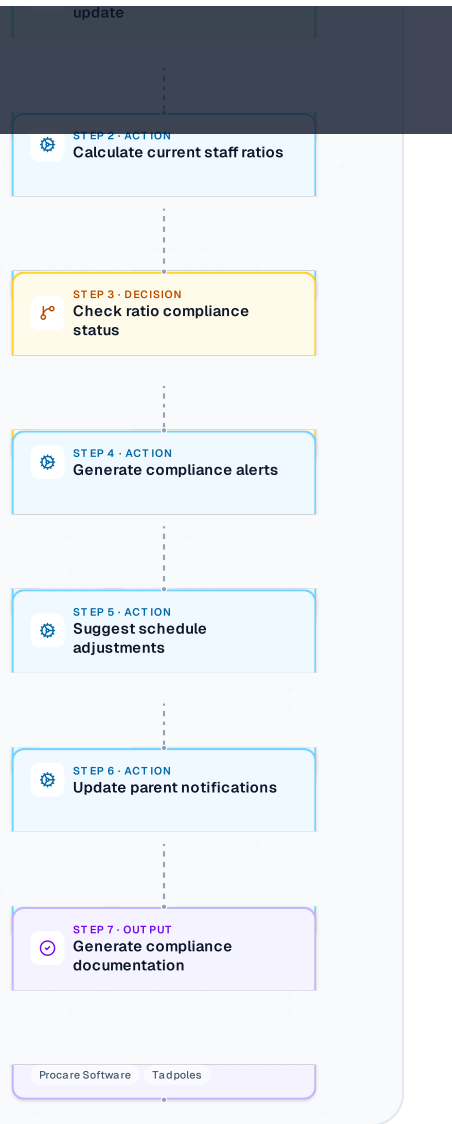


Daily schedule is published or child attendance changes are recorded in the system.

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

Schedule or attendance update

Workflow initiates when staff schedules are published or when children check in/out of the facility. Real-time attendance data triggers ratio calculations.

Procare Software

Brightwheel

2

 ACTION

Calculate current staff ratios

System pulls current child enrollment by age group and active staff members to calculate actual ratios. Compares against state licensing requirements for each classroom.

Procare Software

3

 DECISION

Check ratio compliance status

Evaluates whether current ratios meet or violate state regulations for each age group. Determines if immediate action is required or if ratios are acceptable.

Procare Software

4

 ACTION

Generate compliance alerts

If ratios are violated, automatically sends urgent notifications to directors and available substitute staff. Creates incident log for licensing documentation.

Brightwheel

Tadpoles

5

Suggest schedule adjustments

System recommends staff reassignments, break time modifications, or substitute staff calls to restore compliance. Provides multiple scheduling options ranked by efficiency.

Procare Software

6

ACTION

Update parent notifications

Automatically informs parents of any classroom changes or temporary adjustments via app notifications. Maintains transparency while addressing compliance issues.

Brightwheel HiMama

7

OUTPUT

Generate compliance documentation

Creates detailed reports showing ratio maintenance throughout the day for licensing inspections. Documents all alerts, responses, and corrective actions taken.

Procare Software Tadpoles



Outputs

- Real-time ratio compliance alerts
- Automated schedule adjustment recommendations
- Daily compliance documentation for licensing



Key Metrics

- Ratio compliance percentage
- Average response time to violations
- Number of schedule adjustments required



Tools & Integrations

- Procare Software
- Brightwheel
- Tadpoles
- HiMama

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