Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE ANNUAL EVALUATION

Business Name: Jordan Merchant

Provider Name: Jordan Merchant

Provider No.: 51447

Address: 1207 W 16th ST , Vinton, IA, 52349

E-Mail:

County: Benton

Phone Number: 3192135107

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- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 5/13/2026

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Program Type:

- [ ] Registered Child Development Home A (guidelines for ratios on all categories)
- [X] Registered Child Development Home B
- [ ] Registered Child Development Home C
- [ ] Registered Child Development Home C1
- [ ] Non Registered Child Care Homes accepting CCA

Program Population Served:

- [ ] Infant(0<24 mos)
- [ ] Toddler
- [ ] PreSchool
- [ ] School Age
- [X] All Ages

**1. Basic Overview**

Jordan became a registered childcare provider in June 2021. Jordan did report that she has two years of childcare experience in a center and three years prior experience working in another home, prior to opening her own home childcare in 2021. Jordan does not participate in the IQ4K quality rating system and does not participate in the food program. Jordan is willing to care for children of all ages (Infant through school age). Jordan provides childcare on the main level of her home only and has appropriate space for the children. She has a large backyard that is mostly fenced, but they need to repair one area of the fence. Jordan does have one dog that does at times interact with the childcare children. Jordan does not have an approved substitute or assistant.

**2. Identify Observed Strengths Of The Program**

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Jordan had a total of eight children present on this state. She had six childcare children and two of her own under school age that do count towards her numbers.

While present this worker did observe her appropriately redirect children as needed. This worker also observed an infant sleeping in a bassinet with a sleep sack only, which is in accordance with safe sleep practices.

Jordan has a variety of toys and activities for the children. This worker observed free play and Jordan did talk about playing outside but also dancing and doing other exercise for large motor skills.

Jordan recently resumed care after maternity leave and is in the process of having her families update paperwork for the children's files. Despite missing some items at this time, most of the files had everything that was required and she does have families update the documentation yearly. Her documentation was organized nicely into folders. Jordan also had more than the minimum required policies and her policies were nicely written.

**3. Identify The Aspects That Fall Below The Standard**

110.9(4) : An individual file is maintained for each child and updated annually or when there are changes.
Jordan did have a file folder for each child but is in the process of having families review and update the children's files and thus had several not yet updated. (She did report that all the documentation is due back this Friday).
*Jordan needs to ensure that she has parents review/update the required documentation annually.

Each file contains:
110.9 (4) b : Emergency information including where the parent can be reached, the name, street address, city, and telephone of the child's regular doctor, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
110.9 (4) c : A signed medical consent from the parent authorizing emergency treatment.
110.9 (4) d : For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.
Jordan was missing a variety of documentation from several children's files as they are currently being updated by families. Jordan is aware of what is required for each file.
*Jordan needs to work with the parents to obtain all of the required documentation for each child's file.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 6/3/26) and will be reviewed at the next annual compliance check.

If you have questions, you may contact me at 319-429-0749 or via email at christy.weber@hhs.iowa.gov

Thank you for your service in providing childcare in your community.

**4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance**

NA

**5. Special Notes/recommendations**

Notes:
Jordan shared that she does not transport the childcare children.
Jordan shared that she does not ever use a swimming pool but might use a sprinkler or water table for other water play.
We did discuss safe sleep policies.
We did discuss the number of children she is allowed to care for at one time as a Category B provider.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Jordan was in compliance with her EPP.

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She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
As of 7/1/25, providers are required to document in writing that the state does allow parents to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. Jordan was in the process of updating her policies and having families sign those accordingly. She did have some reference as to expectations regarding the immunizations but needs to reword that a bit so that it is clear that the state does allow a religious or medical exemption in place of the immunization record. Jordan agreed to get that documented accordingly.

HHS Child Development
Home Compliance Worker: Christine Weber Date: 5/14/2026

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at I encourage you to work with Janey Schmitt with Child Care Resource and Referral if you have any ongoing compliance or training needs. Janey Schmitt can be reached at 563-286-0694