

You can browse all approved agencies in IPT. You can view all agencies by clicking on the A-Z link or only view agencies that begin with certain sections of the alphabet by clicking on those links. If you already have an agency in mind you can locate that agency and then click on the name. This will connect you to the agency's detail page.

On the detail page you can find basic information on where the agency is located, internship details, and who to contact to request an interview.

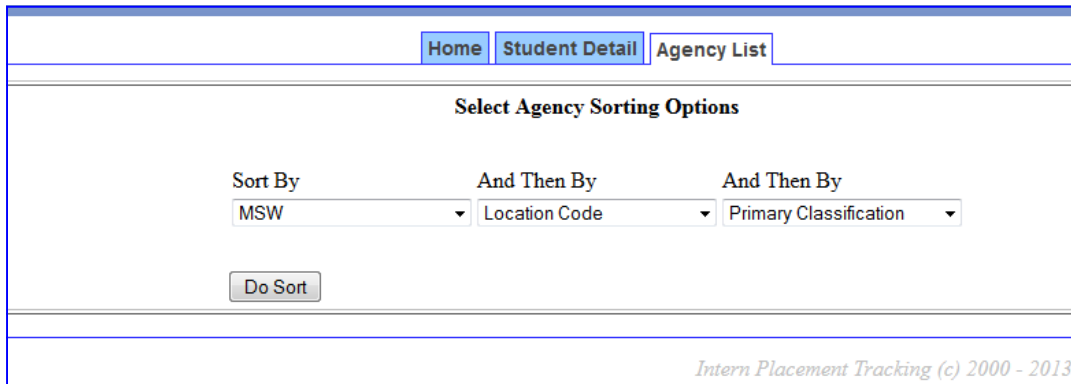
**Agency Detail: Fayette County Sheriff Division of Victim Services**
Save

<p>Agency: <input type="text" value="Fayette County Sheriff Division of Victim Services"/></p> <p>Street Address: <input type="text" value="Short St"/></p> <p>City, State Zip: <input type="text" value="Lexington KY 40508"/></p> <p>Phone: <input type="text" value="859-252-1771"/></p> <p>Fax: <input type="text"/></p> <p>Location Code: <input type="text" value="Fayette"/></p> <p>Contact: <input checked="" type="checkbox"/> Carolyann Lee <input type="text"/></p> <p>Concentration: <input type="text"/></p> <p>MOA Complete: <input checked="" type="checkbox"/></p> <p>MOA Date: <input type="text" value="5/8/15"/></p> <p>MOA Exp. Date: <input type="text"/></p> <p>MOA <a href="#">View</a></p> <p>Keyword Search:</p> <div style="border: 1px solid #ccc; padding: 2px; min-height: 30px;">         domestic violence court law women victim services       </div> <p>Extra Documents <a href="#">1</a></p> <p>Extra Documents 2 <a href="#">2</a></p> <p>Extra Documents 3 <a href="#">3</a></p> <p>Student Rating: Agency Environment: <input type="text" value="4=Above average quality (met expectations very well)"/></p> <p>Student Rating: field instructor quality: <input type="text" value="4=Above average quality (met expectations very well)"/></p> <p>Prof. Rating: Agency Environment: <input type="text" value="4=Above average quality (met expectations very well)"/></p> <p>Prof. Rating: Field Instructor Quality: <input type="text" value="5=Exceptionally high quality (went well beyond expectations)"/></p> <p>Recent Student Evaluation <a href="#">1</a></p> <p>Recent Instructor Evaluation <a href="#">1</a></p> <p>Comments:</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 40px;">         best that only one student be placed at agency at a time       </div> <p>Agency Web Site: <input type="text" value="www.fayettesheriff.com"/></p> <p>Internship Information</p> <div style="border: 1px solid #ccc; padding: 5px; min-height: 40px;">         Opportunities presented at the Office of the Fayette County Sheriff will be within the Amanda's Center (Victim Services Division of the Sheriff's Office) as well as insight into the Administrative Division. Division of Victim Services assists victims of domestic violence in finding assistance in obtaining protections from their offender by starting the legal process which may include filing for an Emergency Protective Order as well as filing criminal charges. Victim services monitors the treatment recommendations of       </div>	<p>Stipend: <input type="text"/></p> <p>Contract: <input type="text"/></p> <p>Status: <input type="text" value="Active"/> <input checked="" type="checkbox"/> MSW <input checked="" type="checkbox"/> BSW</p> <p>Field Liaison: <input type="text"/></p> <p>Primary Classification: <input type="text" value="Domestic Violence or Crisis Intervention"/></p> <p>Secondary Classification: <input type="text"/></p> <p>Email: <input checked="" type="checkbox"/> clea@fayettesheriff.com <input type="text"/></p>
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You can click on the agency website link to view further agency information. You may also find that the agency has additional documents which you can click on to view.

## Using IPT for advanced sorting/searching of agencies

The IPT system allows students to sort agencies using a variety of criteria. To access this function, go to the Agency List page by clicking on the Agency List tab. Next click the sort link located on the top left of the page.

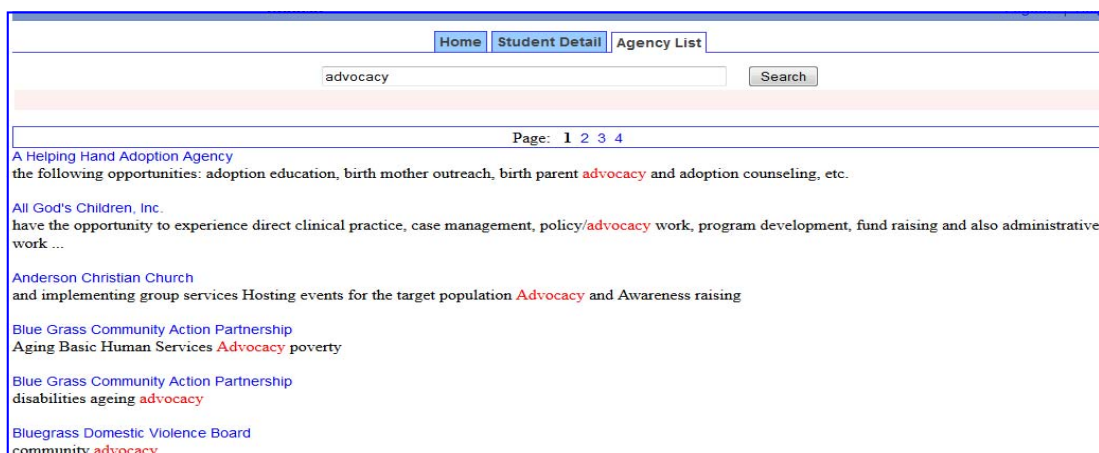


The screenshot shows the 'Agency List' page in the IPT system. At the top, there are navigation tabs: 'Home', 'Student Detail', and 'Agency List'. Below the tabs is a section titled 'Select Agency Sorting Options'. This section contains three dropdown menus for sorting: 'Sort By' (set to 'MSW'), 'And Then By' (set to 'Location Code'), and 'And Then By' (set to 'Primary Classification'). A 'Do Sort' button is located below the dropdowns. At the bottom right of the page, there is a copyright notice: 'Intern Placement Tracking (c) 2000 - 2013'.

The sort page provides a number of filters for searching agencies including address, location code (county), primary classification (type of primary practice area) and whether it is approved as a BASW or MSW level practicum. Columns in the sort will include all agencies and will have a “1” or “0” which translates to 1=yes or 0=no for that particular filter.

You may use the search option in IPT to search for specific agencies based on the search terms you enter. Agencies that have those words in their title, description or coded key words will appear in the search results.

You can also search for terms such as “weekend” or “evenings” to locate Agencies that offer practicums during those times of day.



The screenshot shows the search results page in the IPT system. At the top, there are navigation tabs: 'Home', 'Student Detail', and 'Agency List'. Below the tabs is a search bar with the text 'advocacy' entered and a 'Search' button. Below the search bar is a pagination link: 'Page: 1 2 3 4'. The search results are listed below, showing agency names and descriptions. The results include: 'A Helping Hand Adoption Agency', 'All God's Children, Inc.', 'Anderson Christian Church', 'Blue Grass Community Action Partnership', and 'Bluegrass Domestic Violence Board'. The word 'advocacy' is highlighted in red in the descriptions.