How to create an account:

1. Go to the Diagnostic Lab’s home page: http://csucvmbs.colostate.edu/vdl/Pages/default.aspx
2. Click on “Test Results” toward the top of the page
3. Click on “Request a login”
4. Request a login for the Diagnostic Lab in the email form that pops up
5. The Diagnostic Lab office will send you a form to fill out within 2 business days
6. Fill out the form and return it to the Diagnostic Lab office. You should receive a login within 3 business days of when you return the form.

How to find results:

1. Go to the Diagnostic Lab’s home page: http://csucvmbs.colostate.edu/vdl/Pages/default.aspx
2. Click on “Test Results” toward the top of the page
3. Enter your user name and password.
4. Click on “Case Lookups after July, 2010”
5. Select Fort Collins and enter search criteria
   a. If your patient has an ID number that was included on the submission form, enter that in “Client Reference”
   b. If the case did not have an ID number, use the “Begin Search Date” and “End Search Date” boxes. Use a 10-14 day time frame.
6. Click “Find Cases”. It may take a few seconds for the list to open.
   a. If you used an ID number, the case will be at the top of the page.
   b. If you used search date criteria, all your clinic’s cases during that time frame will be listed by date, starting with the most recent.
7. Once you have found the correct patient, click the “Open” tab.
8. Click on “Laboratory Results” under Other. You may see multiple listings for one case but they will have the same information.
9. Click the “View Attachment” link in the middle of the page. This should open the report.