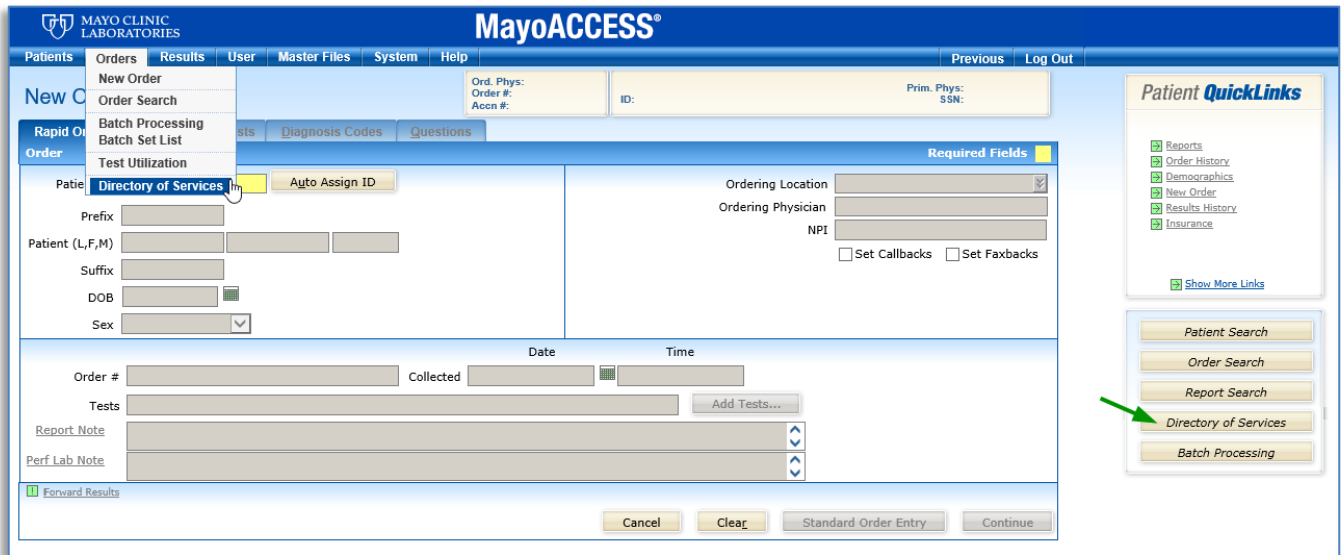## Accessing the Directory of Services

The Directory of Services lists and describes the tests that you can order. You can use any of the following methods to access the Directory of Services:

- On the **Orders** menu, click **Directory of Services**.

- In the extended frameset, click the **Directory of Services** button.

- When you enter an order, click the **Directory of Services** link.
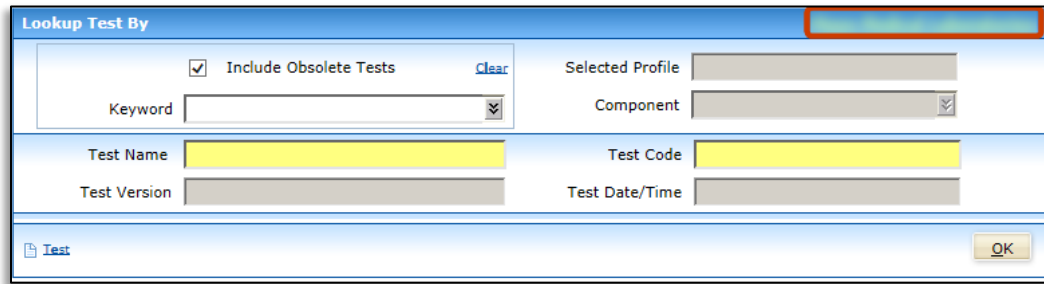

Accessing a Joint Test Catalog

If the MayoACCESS application is linked to your Joint Test Catalog (JTC), you can access the JTC from within the MayoACCESS Directory of Services. To access your JTC, follow these steps:

1. On the **Orders** menu, click **Directory of Services**.

   Tip: Alternatively, you can click the **Directory of Services** button in the extended frameset.

The Lookup Test By window is shown. The upper right corner of this window contains a link to your JTC.

2. Click the link to open your JTC in a separate window.

Searching for a Test

To locate a test, follow these steps:

1. On the **Orders** menu, click **Directory of Services**.
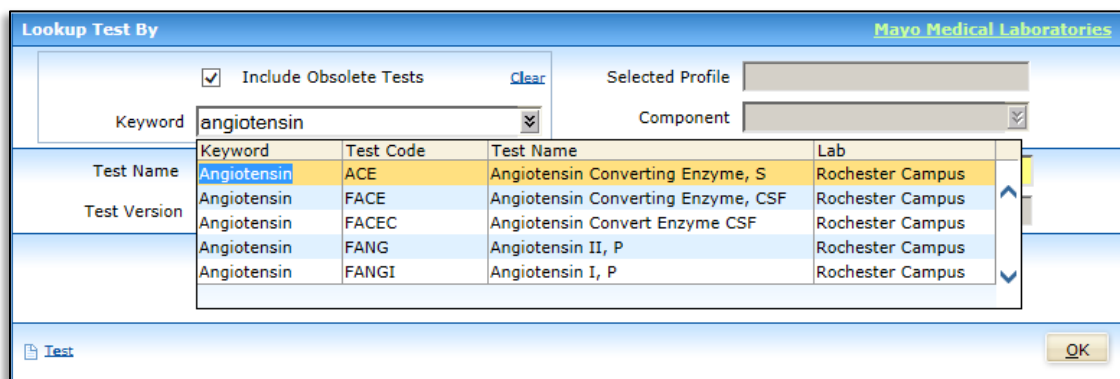
   Tip: Alternatively, you can click the **Directory of Services** button.

2. On the Lookup Test By page, enter a test name, test code, or test mnemonic in the **Keyword** text box.

   Tip: You can click the arrow next to the text box to display a list of tests.

3. Click the arrow next to the **Keyword** text box to display the tests that match the specified test code, test name, or test mnemonic.

4. Select the test that you want from the list.

4. Detailed information about the selected test is shown.

Tip: You can either scroll to see all the information about the test or click a heading in the navigation to display that section of the test information.